

Crown Pointe Academy of Westminster  
Academy Board Meeting Minutes  
Wednesday, March 8, 2023  
General Session 6:00 PM  
Location: Library

ADMINISTRATION AND INFORMATIONAL MATTERS:

1. Call to Order: Meeting called to order at 6:00 p.m. by Michelle Kline, Board President.
2. Roll Call: Board members present; Michelle Kline, Dawn Baird, Gabe Sandoval, Cindy McNeal, Bill Marrs, and Tatiana Lozano. Quorum for the Board was met.  
Staff/Administration in attendance: Keith Ouweneel, Erin Keyes, Jason Chessser, Sandi MacGregor, and Bart Skidmore.  
Guest: Michael Williams
3. Public Comments: None
4. Agenda Approval:  
Gabe Sandoval motioned to approve the agenda. Bill Marrs seconded the motion.  
Motion passed. Votes: AYES 6; NAYS 0.
5. Approval of Previous Board Meeting Minutes
  - a. February 8, 2023 Meeting  
Cindy McNeal motioned to approve the previous Board minutes. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 6; NAYS 0.

REPORTS:

1. Financial
  - a. Monthly Budget Report: Bart Skidmore shared February financials with the Board, noting revenue is at 68%, which is comparable to the same time period last year. Line item for the land lease has been added to the budget with a projection of \$100K for FY 23-24. Estimated change in fund balance approximately \$40K. Grants continue to be drawn down. Close to \$100K in interest earnings this year.
  - b. Governor's Budget Update: Bart Skidmore stated the Governor's proposed budget includes a \$10 million increase to CSI equalization. Bart will continue to follow the progress of the proposal.

ADMINISTRATION AND INFORMATIONAL MATTERS (cont.):

Executive Session Pursuant to C.R.S. 24-6-402(4)(a) For discussions regarding acquisition, transfer, or sale of property.

6:17 p.m. Dawn Baird motioned to move into Executive Session Pursuant to C.R.S. 24-6-402(4)(a) For discussions regarding acquisition, transfer or sale of property, inviting in Keith Ouweneel, Erin Selleck Keyes, Jason Chessser, Sandi MacGregor, and Michael Williams. Cindy McNeal seconded the motion. Motion passed. Votes AYES 6; NAYS 0.

6:48 p.m. Bill Marrs motioned to move out of Executive Session. Cindy McNeal seconded the motion. Motion passed. Votes AYES 6; NAYS 0.

6:48 p.m. Cindy McNeal motioned to move back into Regular Session. Dawn Baird seconded the motion. Motion passed. Votes AYES 6; NAYS 0.

## 2. Director's Report

- a. Monthly Report: Included with Board packet. Keith Ouweneel reported Parent-Teacher conferences are completed; PTA fundraiser has begun; Spring Break is around the corner; CMAS testing starts in April.
- b. Property Update - Keith Ouweneel noted Administration has been meeting on a weekly basis to discuss the expansion of the school, as well as meeting with members from EV Studio to discuss architect and design plans. Primary teachers have given input on room ideas and wishes. Working on the ODP that will need to be submitted to the City once the land purchase has been completed.

## 3. Assistant Director's Report

- a. Discipline Report: Included with Board packet. Jason Chesser reported no suspensions. Jason Chesser noted he has been comparing trends back to 2018. Minor disciplines trending the same. Tardies have increased. 39 students were issued detention for tardies, with some receiving multiple detentions, for a total of 8% of the school population.
- b. Testing Updates: Erin Keyes reported CMAS testing is scheduled to begin April 10th, followed by Dibels and the final MAP assessment to finish out the school year.
- c. Program Updates: Kindergarten classes will perform their nursery rhyme program next Tuesday; PTA Fun-run will be next Wednesday. Astronomy Night will take place March 28th.

## BOARD BUSINESS:

### Old Business:

1. CLCS Conference - Michelle Kline and Jason Chesser attended. Keith Ouweneel did a presentation on the right/wrong decisions Charter School Boards have made. Governor Polis spoke at the conference.
2. Policy Review/Updates - 2nd Reading
  - a. Personnel Records
  - b. Exit Interview
  - c. Internal Audits Policy
  - d. Automatic External Defibrillator Policy (New Policy)Cindy McNeal motioned to approve the 2nd Reading of policies a-d. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 6; NAYS 0.
3. Administrative Organizational Chart - Keith Ouweneel stated he would share the revised chart with staff next week.

### New Business:

1. Exterior Door Lock Bids - Keith Ouweneel informed the Board that the locks need to be replaced. The current model locks are discontinued and replacements are not available. New locks would be installed over the summer prior to the start of the school year. Cindy McNeal motioned to approve the estimate from Greeley Lock & Key, up to \$65K, for the purchase of new locks. Tatiana Lozano seconded the motion. Motion passed. Votes AYES 6; NAYS 0.
2. Board Election Deadlines:
  - a. March 27th - Information to be sent out regarding Board election.
  - b. April 5th - Board Workshop.

- c. April 7th - Deadline to submit candidacy.
- d. April 12th - Mandatory Board meeting for candidates (candidates who do not attend the April 12th meeting will not appear on the ballot).
- e. April 17th - Ballots mailed.
- f. April 28th - Election.

Executive Session: Pursuant to C.R.S. 24-4-602(4)(f) For the purpose of discussing contract negotiation strategies.

7:59 p.m. Cindy McNeal motioned to move into Executive Session: Pursuant to C.R.S. 24-4-602(4)(f) For the purpose of discussing contract negotiation strategies, inviting in Keith Oweneel. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 6; NAYS 0.

8:20 p.m. Cindy McNeal motioned to move out of Executive Session. Bill Marrs seconded the motion. Motion passed. Votes AYES 6; NAYS 0.

8:20 p.m. Cindy McNeal motioned to move back into the Regular Session. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 6; NAYS 0.

#### ADJOURNMENT:

Dawn Baird motioned to adjourn. Gabe Sandoval seconded the motion. Motion passed. Votes AYES 6; NAYS 0. Adjournment at 8:20 p.m.

Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Cindy McNeal, Board Secretary

A handwritten signature in blue ink, appearing to be "C. McNeal", with a long horizontal line extending to the right.

