

Crown Pointe Academy of Westminster
Academy Board Meeting Minutes
Wednesday, April 12, 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, Cindy McNeal, Bill Marrs, and Tatiana Lozano. Quorum for the Board was met.
Staff/Administration in attendance: Keith Ouweneel, Erin Keyes, Jason Chesser, Sandi MacGregor, and Bart Skidmore.
Guest: Lisa Dehn
3. Public Comments: None
4. Agenda Approval:
Dawn Baird motioned to approve the agenda with the amended date of April 12, 2023.
Cindy McNeal seconded the motion. Motion passed. Votes: AYES 6; NAYS 0.
5. Approval of Previous Board Meeting Minutes
 - a. March 8, 2023 Meeting
Cindy McNeal motioned to approve the previous Board minutes. Tatiana Lozano seconded the motion. Motion passed. Votes: AYES 6; NAYS 0.

REPORTS:

1. Director's Report
 - a. Monthly Report: Included with Board packet. Keith Ouweneel stated Astronomy Night was a huge success, with over 400 attendees. Big thanks to Marcia Roe and Jason Chesser for organizing the event.
Keith Ouweneel reported CPA hosted Bellwether Education Partners, a non-profit organization focused on underserved children, along with the Charter School Growth Fund, another non-profit which works with schools to increase their impact.
Keith Ouweneel stated Mr. Garza would like to have the 2nd semester music students perform at the May Board meeting. Keith Ouweneel also noted Mr. Garza is bringing back the Talent Show.
Keith Ouweneel informed the Board of end-of-year events: 8th Grade Continuation, Kindergarten graduation, and the Board/Staff social.
 - b. Uplands Update - Keith Ouweneel shared the Purchase and Sale Agreement with the Board. Keith Ouweneel is scheduled to meet with the attorney on Friday to finalize the contract, with an anticipated closing date sometime this summer.
Keith Ouweneel reported the ODP has been filed with the City of Westminster.
 - c. Staffing and Staff Evaluations Update: Keith Ouweneel reported Brooke Webb has accepted the newly-created Dean of Climate and Culture position for the upcoming school year. The 4th grade teaching position has been posted and interviews will begin Thursday. Assistant positions will be posted in June.
2. Assistant Director's Report
 - a. Discipline Report: Included with Board packet. Jason Chesser reported March was relatively uneventful. It's the start of a new quarter, so there are fewer detentions regarding tardiness this month.

- b. Testing Update: Erin Keyes reported that CMAS started this week for middle school students. There was a minor issue with connectivity on the first day. 6th & 7th grades have finished testing, and 8th grade will finish on Friday. As is the case every year, there are a few make-up tests to be completed. 3rd-5th grades will begin testing on Monday. The testing window closes April 28th.

3. Financial Report

- a. Monthly Budget Report: Bart Skidmore shared March financials with the Board, noting the budget is "dialed in." Revenue and expenses are comparable to the same period last year. Grants continue to be drawn down. The expansion grant fund balance is approximately \$20K. He may transfer funds from the checking account into ColoTrust before the end of the month.
Bart Skidmore noted the Single Audit report is no longer required to be completed.
- b. Governor's Budget Update: Bart Skidmore stated the Governor's proposed budget has not been approved.

BOARD BUSINESS:

Old Business:

1. Election Update: Dawn Baird reported that Michelle Kline and Cindy McNeal were the only two to submit their Declarations for Candidacy, therefore no election is necessary.
2. Parent/Staff/Student Surveys: Dawn Baird reported that overall the survey comments were good. Board will review and address any issues at the next Board meeting.
3. Director's Contract Approval:
Dawn Baird motioned to approve the Director's contract. Cindy McNeal seconded the motion. Motion passed. Votes: AYES 6; NAYS 0.

New Business:

1. Window Film Purchase:
Cindy McNeal motioned to waive the three-bid policy for soliciting bids. Gabe Sandoval seconded the motion. Motion passed. Votes: AYES 6; NAYS 0.
Dawn Baird motioned to approve up to \$15K for the 3M film window purchase. Bill Marrs seconded the motion. Motion passed. Votes AYES 6; NAYS 0..
2. Land Contract Approval:
Cindy McNeal motioned to grant Keith Ouweneel authority to sign, on behalf of the Board, the Purchase and Sale Agreement between Crown Pointe Academy and Westminster Neighborhood Mixed Use LLC. Tatiana Lozano seconded the motion. Motion passed. Votes: AYES 6; NAYS 0.

ADJOURNMENT:

Dawn Baird motioned to adjourn. Cindy McNeal seconded the motion. Motion passed. Votes: AYES 6; NAYS 0. Adjournment at 7:20 p.m.



Prepared By: Sandi MacGregor, Executive Secretary

Reviewed By: Cindy McNeal, Board Secretary