

Crown Pointe Academy of Westminster
BAAC Meeting Minutes
Wednesday, September 11, 2024
Location: CPA Library
Time: 4:30 PM

1. Administrative and Informational Matters

- A. Welcome: Mikayla Martinez called the meeting to order at 4:33 p.m.
- B. Roll Call: By sign in. Present: Erin Keyes, Marcia Roe, Keith Ouweneel, Katie O'Connor, Bonnie Hughes, Dawn Baird, Mikayla Martinez, Norma Browner, Paula Worley, Kerlyn Montiel, Ben Silver, Liann Holmes, Jen Pilbeam, and Trent Rossiter
- C. Agenda Approval: Paula Worley motioned to approve the agenda. Norma Browner seconded the motion. Motion passed.
- D. Approve Previous Meeting Minutes – May 10, 2025: Paula Worley motioned to approve the May minutes. Kerlyn Montiel seconded the motion. Motion passed.
- E. Director's Report: Keith Ouweneel provided an update on current events in the school community as well as the building project. We received a 5-year renewal contract from the Charter School Institute (CSI) in the 24-25 school year. CSI also approved our expansion application that included preschool for the 26-27 school year. The construction of the new building is on schedule with an anticipated June completion; however, there is much to figure out with staffing, parking, schedule, etc. The development surrounding the school is moving forward and people will start moving into the newest development behind Prospectors Point in the next couple months. Marketing, door hanging, etc. will start now to recruit new students.

CPA applied for several grants in the 23-24 and 24-25 school years, and we have been awarded for just about everything we have applied for (approximately \$750,000). The remaining outstanding grant, which we have been conditionally awarded, is the Charter Schools Program (CSP) grant. We have requested approximately \$950,000, bringing our total fundraising to \$1.7 million. There are several more grants CPA intends to apply for including the Buell Foundation and Daniels Fund. If we were to get awarded those grants, they would put us well over our \$2 million goal.

2. New Business

- A. Introduction to BAAC: Erin Keyes provided an introduction to BAAC and the roles and responsibilities of the committee.
- B. Distribute Bylaws: The committee Bylaws were distributed for questions and review at the October meeting.
- C. Assessment Calendar and Assessments Overview: Erin Keyes provided a review and explanation of all of the assessment data provided including CMAS, MAPs, and the School Performance Framework (SPF).

D. UIP Distribution: The UIP is still being created and will be distributed prior to the October meeting.

Paula Worley motioned to adjourn. Bonnie Hughes seconded the motion. Motion passed.
Adjournment at 5:38 p.m.

Prepared and submitted by: Erin Keys, BAAC Member

A handwritten signature in dark ink, appearing to read "Erin Keys". The signature is written in a cursive style with a long horizontal flourish extending to the right.