

Crown Pointe Academy of Westminster

BAAC Meeting Minutes

Wednesday, January 14, 2026

Location: CPA Library

Time: 4:30 PM

1. Administrative and Informational Matters

- A. Welcome: Paula Worley called the meeting to order at 4:30 p.m.
- B. Roll Call: By sign in. Present: Sandi MacGregor, Norma Browner, Jen Pilbeam, Keith Ouweneel, Jason Chesser, Trent Rossiter, Dawn Baird, Kala Koehn, Ben Silver, Liann Holmes, Paula Worley, Katie O'Connor, Kerlyn Montiel, Marcia Roe.
- C. Approve Agenda: Dawn Baird motioned to approve the agenda as submitted. Norma Browner seconded the motion. Motion passed.
- D. Approve Previous Meeting Minutes – November 12, 2025: Dawn Baird motioned to approve the minutes as submitted. Jen Pilbeam seconded the motion. Motion passed.
- E. Director's Report: Keith Ouweneel provided an update on current events at the school, noting Jason Chesser created a flyer for upcoming events through March; it was sent to parents in the email blast. Keith Ouweneel noted he toured the new school building today and construction is ahead of schedule. There are at least 13 additional positions that will need to be filled for the 26/27 school year, including Pre-K and custodial staff. Positions will be posted in phases starting with teaching positions in March, and assistants in April. There are currently 48 students on the waitlist/lottery without any advertising. The lottery will take place in March. Keith Ouweneel reported that CPA received a \$100K grant from the Buell Foundation for the Pre-K program.

2. Old Business

- A. CSI Guidance: Keith Ouweneel stated that he reached out to Jess Welch, Chief of School Programs with CSI to review the Bylaws for BAAC. The Bylaws meet or exceed what is required. The BAAC Chairperson should be a current parent. Keith Ouweneel recommended that BAAC elect a Chair-Elect person for this year, so next year the person holding that position can move to Chairperson for the 26/27 school year. Further review of the Bylaws to be conducted at the February meeting.
- B. CPA Chat Bot: Trent Rossiter demonstrated the use of Chat Bot. More information on the use of Chat Bot will be discussed at a future meeting.
- C. Surveys:
 - i. Review and discuss:
 1. Parent Survey: Add Class Dojo to question #10. Add brief description of BAAC to question #17. Add question and description regarding PTA following BAAC questions.
 2. Student Surveys: Add Class Dojo as a positive reward to both 6th and 8th grade surveys. Add new phone policy to both surveys. Add the following

question to the 6th grade survey: "What advice would you have for incoming 6th grade students?" Add the following question to the 8th grade survey: "Did CPA help with your high school selection process?"

3. Staff Survey: Remove staff shoutouts on question #9. Re-word question #13 regarding offering other Intervention Programs.

3. New Business

A. MOY Assessment Data

- i. MOY DIBELS - Jason Chesser reviewed DIBELS Winter Assessment.
- ii. MOY MAP - Jason Chesser shared MAP results for Reading and Language Usage focus is on growth. CPA is in the 63rd percentile for all grades combined.

Non-agenda item: Discussion of adding a page for BAAC to the website. Tabled for further discussion at the February meeting.

Bonnie Hughes motioned to adjourn. Jen Pilbeam seconded the motion. Motion passed.
Adjournment at 5:31 p.m.

Prepared and submitted by: Sandi MacGregor, BAAC Member

