Crown Pointe Academy of Westminster
Academy Board Meeting Minutes
May 13, 2026
6:00 p.m. CPA Library

ADMINISTRATIVE AND INFORMATIONAL MATTERS:

1. Call to Order: Meeting called to order at 6:02 p.m. by Michelle Kline, Board President.
2. Roll Call: Michelle Kline, Dawn Baird, Bill Marrs, and Tatiana Enrriquez. Gabe Sandoval, Cindy McNeal, and Anne Martinez absences are excused. Quorum met.
3. Public Comment: None.
4. Agenda Approval:
   Dawn Baird motioned to approve the agenda. Bill Marrs seconded the motion. Motion passed. Votes: AYES 4; NAYS 0.
5. Approval of Previous Meeting Minutes from 04/08/26 Board Meeting. Tabled until June's meeting.

REPORTS:

1. Financial:

a. Monthly Report: Bart Skidmore reviewed April financials, noting: total current revenue is approximately $8.3MIL; purchase services are running lower than projected; February food service reimbursement has been received; cash is at approximately $2.4MIL; liabilities are clearing; he reviewed monthly vendor payments. He also reviewed the Appropriating Resolution Fund Expenditure Budgets, noting the Board does not need to approve it today, but it will need to be approved in June.

b. Governor's Budget Outlook: Bart Skidmore reported the Governor's Budget passed in the Senate and House, but CPA's Project Budget for FY27 remains unchanged.

Dawn Baird motioned to revise the agenda to include approval of Appropriating Resolution Fund Expenditure Budgets as item b. under New Business. Tatiana Enrriquez seconded the motion. Motion passed, Votes: AYES 4; NAYS 0.

2. Executive Director:

a. Monthly Report: Director's Report included in Board packet. Keith Ouweneel stated that May is busy with field trips, talent show, drama play, and several other activities. He also noted that over 40,000 meals have been served, several open positions have been filled, and a New Family orientation will take place in August. Erin Keyes has scheduled the movers and shared the plan with staff.

b. Projects Update: Kristine Willie-Matney gave the Board an update on the new building project. T.C.O should be by first week of June, with final certificate of occupancy by the end of June. Unused funds currently stand at $290K, with any funds remaining after final project completion to be split 75/25 between CPA and Roche, respectively. Keith Ouweneel noted that the ribbon cutting is scheduled for August 14.

c. Grants Update: Keith Ouweneel reported that CPA has received over $2MIL in grants, and no grants are pending at this time.

3. Principal:

a. Assessment Update: Erin Keyes reported that CMAS that was completed within the testing window, with 100% participation. K-5 Dibels, as well as EOY MAP assessments, are complete and results were shared with the Board.

b. School Activities Update: Erin Keyes informed the Board of several upcoming activities to wind down the school year: band competition at Elitch's; 8th grade Roller Coaster competition; EOY awards; field day; 8th grade Continuation; Kindergarten graduation. Erin noted that summer school starts June 1st.

4. Assistant Principal:

a. Discipline Report: Included in Board packet. Jason Chesser noted that the unpreparedness for PE class is due to students' tardiness, CPA saw an increase in attendance rate, and there were no suspensions in April.

b. School Safety Update: Jason Chesser informed the Board that a fire drill took place on Tuesday, with an all-school photo taken afterwards.

BOARD BUSINESS:

1. Old Business

a. Policy Review/Revisions–2nd Reading

i. Uniform Policy
ii. Weapons in School
Dawn Baird motioned to approve the 2nd Reading of the Uniform Policy and Weapons in School Policy. Bill Marrs seconded the motion. Motion passed. Votes: AYES 4; NAYS 0.

b. CPA Board Election Update: Victoria Chiaramonti will be joining the Board as a member starting July 1st.

c. Board/Staff Social: Scheduled at The Acreage on May 21st from 5:00-8:00 p.m.

d. Survey Results: Board discussed survey result. Overall, results were positive.

2. New Business

a. Policy Review/Revisions–1st Reading: No updates. Policies listed are reviewed yearly.
i. Fundraising Policy
ii. Internal Audits Policy
iii. Approval of Handbooks and Directives
Dawn Baird motioned to waive the 1st Reading and approve the Fundraising Policy, Internal Audits Policy, and Approval of Handbooks and Directives. Bill Marrs seconded the motion. Motion passed. Votes: AYES 4; NAYS 0.

b. Appropriating Resolution 2026/2027 Fund Expenditure Budgets:
Bill Marrs motioned to approve the Appropriating Resolution Fund Expenditure Budgets. Tatiana Enrriquez seconded the motion. Motion passed. Votes: AYES 4; NAYS 0.

Erin Keyes informed the Board that CSI has recommended that the Remote Learning Policy should be revised at the June or July Board meeting.

ADJOURNMENT:

Dawn Baird motioned to adjourn. Bill Marrs seconded the motion. Motion passed. Votes: AYES 4; NAYS 0. Adjournment at 7:44 p.m.

Prepared by: Sandi MacGregor, Executive Secretary
Reviewed by: Tatiana Enrriquez, Board Secretary

