



## **Board Meeting Minutes**

**October 25, 2018 – 6:00 p.m.**

**Location: ECA**

**Board Members Present:** Steve Berg, Steve Burton (via phone), Todd Cordrey, Absalom Herrera (via phone) Elizabeth Hubbell, TO Owens, Brenda Snyder, Katy Warrick

**Board Members Absent/Excused:** N/A

**Guests:** Janice Anderson, Dr. Ladd, Amber Tyler, Coach Schaeffer, Amber Tyler (PTCO),

**I. Call to Order and Introductions – 6:03**

**II. Consent Agenda**

- a. Approval of the meeting agenda
  - i. Agenda amended to include theater presentation. Ms. Hupfeld made the motion to approve the agenda, seconded by Mr. Berg and passed unanimously.
- b. Approval of September meeting minutes
  - i. Mr. Herrera moved approval of the October meeting minutes. The motion was seconded by Mr. Fontana and passed unanimously.

**III. New Business**

- a. Theater presentation – TimberGriffin, collaboration between Pinnacle and ECA, theater at Pinnacle. Able to present 4 productions per year. Technical theater internship program. Please use theater as a recruiting tool! Theater might be a good candidate for grant writing.

**IV. Executive Session**

- a. Discussion with legal counsel to discuss possible litigation. Mr. Owens moved to go into executive session, seconded by Mr. Fontana, passed unanimously. Executive session recorded. Mr. Owens moved to exit executive session; the motion was seconded by Mr. Fontana, passed unanimously.

**V. New Business Continued**

- a. Ms. Hupfeld moved to authorize the filing of a lawsuit against the initial parking lot contractor, Ms. Snyder seconded, passed unanimously.
- b. Ms. Snyder oved to amend the agenda to include the election of officers, Ms. Hubbell seconded, passed unanimously.

**VI. Standing Committee Reports**

- a. Board Chair
  - i. Mr. Burton thanked Ms. Koltak for her magnificent work in getting the building ready for opening.
  - ii. The representative who holds our bond is visiting September 7 to meet new administration.



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- b. Executive Director and team
  - i. Executive director report – positive meeting with CSI board chair, tour. UIP being worked on for submission, will submit next week. October count – feel positive about number, but working with CSI on exact number (they want to give us credit for more students) – think we are at 360 (CSI thinks 370). In next 30 days, SAC will meet. New law – defines early college. Rulemaking is occurring – we will wait to see what the results are. Starting 6<sup>th</sup> grade enrollment, also starting pre-enrollment process for current students, including mandatory parent meetings. Week of December 3 for MS, December 10 for HS (tentative). Also talking to principals of feeder schools.
  - ii. Mr. Cordrey – wild ideas – what if we didn't have a middle school? What if we partnered with another school (KIPP) where they do MS and we do HS. Discussion. Pros and cons. Need to stabilize ship first. **Todd asked to give information on MS context – what will it take to turn MS around, academic, behavioral, socio-emotional. Brenda will follow-up with long range scenario planning in the next 3-4 months with a subset of the Board and others. Todd would like to have individual coffees with each board member.**
  - iii. Mrs. Anderson – overview of PD day – spent on CARS report, discussion of data and how to use data to drive changes. New science standards adopted this year. Pieces of curriculum missing, especially differentiation for ELL, GT populations. LA – need for increased literacy. ECA hour is going to be targeting literacy for remainder of year, 6-8 week modules, direct instruction, literacy with integration of writing. MS and HS teachers will be looking for tools to help in classroom. Using Classroom Instruction that Works with EL students, book study. Homecoming week, lots of celebrations, it was a good week.
- c. Treasurer's report – capital expenditures allocated to school that should have been allocated to building corporation, auditor said we were in violation of state statute. We are appealing decision to allocate to school. City is moving forward with purchasing property, but net will be less than we thought due to contract negotiation costs. City is being sensitive to our needs for access and circulation. Insurance settlement coming in at \$100,000 less than anticipated – currently discussing options.
- d. PTCO – parent-teacher conferences, Halloween carnival coming up, homecoming dances went well, good turnout. Marlene Fuentes is new president. December 12 is performing arts concert, will also have cook-offs and talent show, etc.
- e. School Accountability Committee - No new developments
- f. Marketing – website coming along, target for draft is November 15. Booth at Taste of Arvada, Los Arcos providing food. December 1 is holiday celebration.
  - 1. Mr. Cordrey reported that there would be announcements in newspapers this week about ECA's new leadership.
  - 2. Social media is active.
  - 3. We are tracking our communication in a spreadsheet.



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- g. Governance Committee
  - i. Actively recruiting for fundraising Board member
- VII. Unfinished Business**
  - a. Charter renewal update - Meeting with Luke Ragland – went very well. Ideally, as many board members are available are invited to attend the November 5th Performance Management Committee discussion and in December at the full CSI board meeting – **Ms. Hupfeld will send the time to all Board members.**
  - b. December 5 – holiday party/farewell to Steve. Firenze a Tavola – basement of Parisi at 44<sup>th</sup> and Tennyson, 6:30 pm; Board members and significant other/spouse invites, **please RSVP to Ms. Snyder.**
  - c. Strategic Plan – Ms. Hupfeld moved adoption of strategic plan, Mr. Fontana seconded, passed unanimously. Strategic Plan dashboard and activities will be incorporated into future agendas. **Ms. Snyder will work with Ms. Warrick and Ms. Hupfeld.**
  - d. By-laws – Ms. Hupfeld presented revisions and will submit to CSI for approval, then the Board vote in November.
  - e. Meeting with Luke Ragland – went very well. Have as many board members there as possible on November 5 for Performance Management Committee discussion and in December at the full CSI board meeting (date to come).
- VIII. New Business**
  - a. Officer vote. No additional nominations. Brenda has agreed to have her name put forward as Board President. Ms. Hupfeld motioned to have Ms. Snyder replace Mr. Burton as Board President to finish out his term, Mr. Fontana seconded, passed unanimously.
  - b. Coach Schaeffer – Provided information on discipline matrix. Using PBIS helps use data to make decisions. Trending in the right way, about 35% down from same time last year; 33% of issues come from 6<sup>th</sup> grade. Having SRO on campus has been helpful.
- IX.** Upcoming Meetings – Wednesday, November 28<sup>th</sup> and Wednesday, December 19<sup>th</sup>.
- X.** Mr. Owens moved to adjourn the meeting, Ms. Hupfeld seconded, passed unanimously. Meeting adjourned at 8:47.

*Board meetings are held on the fourth Wednesday of the month except in December and are open to the public, including ECA staff, students, and families. To request that an item be placed on a future agenda, please contact Board Secretary Kelly Hupfeld at [khupfeld@ecarvada.org](mailto:khupfeld@ecarvada.org).*