



THE EARLY COLLEGE OF
ARVADA

Board Meeting Agenda

Date: March 18, 2020

Time: 6:00 - 8:10 p.m.

~~Location: The Early College of Arvada~~

~~4905 W 60th Ave, Arvada CO 80003~~

VIRTUAL MEETING - 605-475-4094, access code 518724

- I. Call to order and introductions (5 mins)**
Guests: Kaye Taavialma, Matt Wasserman
- II. Approval of agenda**
- III. Public comment (5 mins)**
- IV. Board education session - ~~Demographics of Arvada – TO~~ – **Defer to APRIL****
Future education sessions: Literature and Best Practices – Margaret
- V. MPW Strategies (30 Mins)**
 - a. Following Attachments in Shared Folder
 - i. ECA Fundraising Board Meeting Deck 3-16-20 PDF
 - ii. ECA Assessment and Plan 2_25_20 PDF
 - iii. ECA Fundraising Appendix 1.3 ECA Development Committee Position Description Word
 - iv. ECA Fundraising Appendix 1.2 Grants Strategy Matrix Excel
 - v. ECA Fundraising Appendix 1.1 ECA Top Prospects Excel
- VI. Board work session (85 mins)**
 - a. Standing reports
 - i. Executive Director and team – Todd (30 mins)
 1. Online learning
 2. Enrollment
 3. Renewal timeline
 - ii. Strategic plan/scorecard review – Steve/Todd - (10 mins)
 - iii. Committee reports
 1. Fundraising – Brenda/Todd - MPW Report - N/A March - MPW Report out
 2. CSI Stakeholder – Kelly - N/A March
 3. Finance – TO/Todd (10 mins)
 - a. 2019-20 YTD
 4. Governance/Board Development – Brenda
 - a. Financial Policies Review and Vote -**Defer to April**
 - b. One candidate beginning the process
 5. SAC – Todd and Audyn – no update
 6. Long Range Planning Committee – Brenda



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7. Stakeholder
 - a. Community Influence – TO – **Defer to April**
 - b. Board Policy development – Kelly – *Plan in process*
 - c. Workforce Readiness Committee/ Arvada Chamber – Audyn
 - b. Discussion of Board action items (if needed)
 - i. Draft Budget Review 2020-21 – Todd (15 minutes)
 - ii. Executive Session – defer until April
 - c. Discussion Items (10 minutes)
 - i. 2020-21 – School calendar; spring break alignment
 - ii. Operational closure of school, if time, policy needed – defer to April?
- VII. Board action items (15 mins)**
- a. Approval of previous meeting minutes
 - b. Approval to move forward with fundraising in 2019-20 or defer to July, 2020 or later date
- VIII. Other business (5 mins)**
- a. Calendar review/upcoming events (Note- current information listed below is subject to change)
 - i. **April 3** – Student Sports Fair and info 2-3pm
 - ii. **April 3** – Griffin Day Celebration
 - iii. **April 10** – School Tours
 - iv. **School Closure- Distance Learning Starting March 18**
 - v. March 23 – March 27 – Spring Break
 - b. Other announcements/information items
- IX. Adjournment**

Board members calling in by telephone should call 605-475-4094, access code 518724.

Board meetings are open to the public, including ECA staff, students, and families. Schedule of future Board meetings: 1/22/20, 2/26/20, 3/18/20, 4/22/20, 5/27/20, annual retreat 6/23 and 6/24.

Critical dates: 2019/20 Graduation 5/15/20, Awards 5/19/20, Continuation 5/21/20, Senior Dinner 5/13/20

To request that an item be placed on a future agenda, please contact Board Secretary Jen Bilger at jbilger@ecarvada.org.