



THE EARLY COLLEGE OF  
**ARVADA**

## Board Meeting Agenda

Date: June 24, 2020

Time: 6:00pm – 8:15pm

~~Location: The Early College of Arvada~~

~~4905 W 60<sup>th</sup> Ave, Arvada CO 80003~~

**VIRTUAL MEETING via ZOOM-**

[https://us02web.zoom.us/j/86773496630?pwd=Rmhsa0pFK3hQVTRHMzVqQ2s\\_wZlBodz09](https://us02web.zoom.us/j/86773496630?pwd=Rmhsa0pFK3hQVTRHMzVqQ2s_wZlBodz09)

- I. **Call to order and introductions (5 mins)**  
Guests: Janice Anderson, Anna Gisetti
- II. **Approval of agenda**
- III. **Vote for New Board Candidate (5 mins)**
- IV. **Public comment (5 mins)**
- V. **Board education session (20 mins)** – Literature and Best Practices – Margaret  
**Future education sessions** – July TBD
- VI. **Board work session**
  - a. Standing reports (20 mins)
    - i. Executive Director and team
      1. Enrollment Update
      2. CSI Renewal Status Update
    - ii. Strategic plan/scorecard review – See Governance
    - iii. Committee reports
      1. Fundraising – Defer until August Meeting
      2. CSI Stakeholder – Defer, no update
      3. Finance – Holly/Todd (20 mins)
        - a. 2019-20 YTD
        - b. 2020-21 Budget Review
      4. Governance/Board Development – Brenda/Kelly (45 mins)
        - a. Questions/Discussion Financial Policies D.1 – D.12 (see shared drive for documents) – send draft to CSI for review
        - b. Board Strategic Plan (see document in shared drive)
        - c. Board Assessment - Holly
      5. SAC – Todd and Audyn - Defer
      6. Long Range Planning Committee – Defer, no update
      7. Stakeholder (5 mins)
        - a. Community Influence – TO
        - b. Board Policy development – Kelly – *Plan in process*
        - c. Workforce Readiness Committee/ Arvada Chamber – Audyn
  - b. Discussion of Board action items (if needed)



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**VII. Board action items (5 mins)**

- a. Approval of previous meeting minutes
- b. 2020-21 Budget Approval
- c. Graduation Requirement Change (see shared drive for documents)

**VIII. Other business (5 mins)**

- a. Other announcements/information items

**IX. Adjournment**

*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, **6/24/20***

*Critical dates 2020/21:*

**CSI Critical Dates for Renewal:**

- **7/17/2020: UIP – Draft Due**
- **7/31/2020: Financial Policies Due**
- **7/31/2020: 3-year Budget Forecast Due**
- **8/14/2020: Enrollment Policy Update Due**
- **8/14/2020: Bylaws Due**
- **8/14/2020: Organizational Chart Due**
- **8/14/2020: Board Strategic Plan Due**
- **8/14/2020: Board Self-Evaluation Due**

*To request that an item be placed on a future agenda, please contact Board Secretary Jen Bilger at [jbilger@ecarvada.org](mailto:jbilger@ecarvada.org).*