



THE EARLY COLLEGE OF  
**ARVADA**

**BOARD OF DIRECTORS  
MEETING MINUTES**

June 27 and 28, 2018 – Annual Board Retreat

June 27, 2018

Board Members present:

Berg	Y	Burton	N	Conrad	N
Fontana	Y	Herrera	Y	Hubbell	Y
Hupfeld	Y	Owens	Y	Snyder	Y

Guests present: Todd Cordrey, Katy Warrick

The meeting was called to order by Ms. Snyder at 5:25 p.m.

Mr. Herrera moved that Ms. Warrick be appointed to the Board of Directors. Mr. Fontana seconded the motion, and it passed unanimously.

Ms. Hupfeld moved that the board formally hire Mr. Cordrey as ECA Executive Director. Ms. Hubbell seconded the motion, and it passed unanimously. Ms. Hupfeld noted that pursuant to ECA bylaws, Mr. Cordrey is an ex officio, non-voting member of the board.

The board agreed to hold the remainder of the business meeting at the second retreat session on June 28, and proceeded to discuss issues on the retreat agenda, including the results of a board self-evaluation and potential elements of a Balanced Scorecard approach to performance monitoring.

The meeting adjourned at 9 p.m.

June 28, 2018

Board members present:

Berg	Y	Burton	N	Cordrey	Y
Fontana	Y	Herrera	Y	Hubbell	Y
Hupfeld	Y	Owens	Y	Snyder	Y
Warrick	Y				

The meeting was called to order at 5:20. The board first discussed remaining items on the retreat agenda and provided direction to Mr. Cordrey.



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At 8:25, the board returned to regular business items on the June board meeting agenda.

Mr. Herrera moved approval of the consent agenda. Ms. Hubbell seconded the motion, and it passed unanimously.

Ms. Hupfeld reported that the School Accountability Committee would be meeting on July 23, immediately after a meeting of the MTSS committee. The SAC will be developing the Academic Narrative due to CSI on August 15 as part of the charter renewal process.

Mr. Fontana reported that updates to the website are underway.

Ms. Snyder reported that she continues to recruit for a board member position with expertise in fundraising.

Ms. Snyder requested that committee chairs use the committee report template for future meetings.

Board members discussed enrollment numbers and projections for fall 2018. Mr. Cordrey was requested to provide board members with weekly enrollment updates each Friday. Mr. Cordrey will also provide board members with lists of families so they can call and encourage enrollment.

The board will be purchasing a farewell gift for Mr. Conrad, to be presented at the July board meeting.

The board will host a teacher appreciation and welcome back barbecue at Mr. Owens' house on August 9.

The meeting adjourned at 9:10 p.m. The next board meeting is on Wednesday, July 25, at 6 p.m. at ECA.