



Board Meeting Minutes
December 13, 2017 – 6:00 p.m.
Early College of Arvada

Board members present: Steve Burton, T.O. Owens, Brenda Snyder, Kelly Hupfeld, Anthony Fontana, Absolom Herrera

Guests present: Ryan Conrad, Faith Koltak, Sharon Diamond

The meeting was called to order at 6:08 p.m., and the agenda was approved.

Ms. Hupfeld moved that the board enter executive session for the purpose of considering a family request for waiver of graduation standards. Ms. Snyder seconded the motion, and it passed unanimously.

Mr. Owens moved to come out of executive session, which Ms. Snyder seconded. The motion passed unanimously.

Mr. Fontana moved approval of the November minutes, and Mr. Herrera seconded the motion, which passed unanimously.

Mr. Burton delivered the report of the chair. He will be meeting with the building owner to finalized loose ends on the transfer of building ownership.

Mr. Conrad delivered the director's report. Feeder schools are beginning to recommend us to their families. The board asked Mr. Conrad to provide a monthly report on enrollment. Board members suggested that Mr. Conrad reach out to St. Anne's and to University Prep.

Mr. Owens delivered the treasurer's report. We will need to be very careful budget-wise as we see the impact of the drop in enrollment.

The School Accountability Committee will be submitting this year's Unified Improvement Plan to CSI on December 15, and to CDE by January 19.

Mr. Fontana provided updates on the January 4 STEM lab opening celebration and the January 25 open house.

Ms. Diamond delivered the PTCO report. Forty families have donated volunteer hours this year. The PTCO's president will be leaving the position in January, and the group will hold an election for the next president on December 21.



THE EARLY COLLEGE OF
ARVADA

Ms. Snyder provided updates on board recruiting. We have two active applications, and we are looking to fill three positions.

Board members expressed a desire to explore the possibility of internships and other types of experiential learning in the community. The community engagement committee will meet and provide a draft plan to the board.

The board discussed CSI's suggestions for revising the mission to be more specific. Ms. Snyder and Ms. Hupfeld will provide a draft to the board. Conversations about culture between board and staff members have been productive and led to a common foundation of understanding.

The board discussed a proposal for using funds on capital improvements. Ms. Snyder moved that the board approve up to \$20,000 for four smartboards. Mr. Owens seconded the motion, which passed unanimously. The board would like to see a proposal for a single storage building at a future board meeting.

Ms. Koltak reported that Trane has proposed extending its warranty at a cost of \$9500 for four years. The maintenance proposal is \$15,000 per year. Further negotiation was requested, with Mr. Burton authorized to provide final approval.

Ms. Hupfeld moved to adjourn the meeting, seconded by Mr. Fontana. The meeting adjourned at 8:15.