



**Board Meeting Minutes**  
**Date: September 23, 2020**  
**Time: 6:00pm – 8:10pm**  
**VIRTUAL MEETING via ZOOM**

**Board Members Present:** Todd Cordrey, Kelly Hupfeld, Margaret McLaughlin, Danny Martinez, Holly Peterson, Audyn Quintana, & Brenda Snyder

Guests: None

- I. Call to order and introductions (5 mins)**
  - a. Ms. Snyder called the meeting to order at 6:06
  
- II. Approval of agenda**
  - a. Ms. Hupfeld made a motion to approve the agenda. Ms. McLaughlin seconded, & the motion passed unanimously.
  
- III. Public comment**
  
- IV. Board education session (30 mins)**
  - a. Margaret led the discussion each attendee shared their takeaway from the reading - “Ten Key Decision in Creating Early Colleges” discussion led by discussion – Margaret
  - b. October Education – Audit Report – John Cutler
  
- V. Board work session (75 mins)**
  - a. Strategic Plan – School leader – Todd – 10 mins
    - i. Todd and Janice reviewed the progression for each item on the Operations Leader strategic plan
  - b. ED Contingency Plan – 10 mins
    - i. Todd will communicate to Julie and Janice
  - c. Strategic Plan – Board – Brenda – 15 mins
    - i. Board reviewed, confirm owners and items to be measured under the Governance section
  - d. Committee reports
    - i. Finance – Holly/Todd – 20 mins
      - a. Carol Meininger and Rick Boos joined our meeting; Boos Financial is our new Finance firm
    - (ii) Governance – 5 mins
      1. Board Development
        - a. Danny Martinez has joined the committee and will work with Brenda on Board Development processes; initial focus will be new board member orientation and onboarding process

- b. Working with Deb Lister with Education Partners. Education Partners received a grant to recruit Charter school board members from The Daniels Foundation. Deb and her team will find two board members for ECA in the November/December timeframe. We have asked that these Board members have marketing and stakeholder engagement experience.
- 2. Policy
  - a. Kelly will continue this effort
  - ii. Long Range Planning – Margaret – 10 mins
    - 1. Kelly, Janice, Margaret, Audyn and Patrick are committee members, will use other board members on an ad-hoc basis
    - 2. First meeting is 2nd Wednesday of every month
  - iii. Workforce Readiness Committee/ Arvada Chamber – Audyn – 5 mins
    - 1. Will reach out for status
- e. Discussion of Board action items - None

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

- a. Approval of previous meeting minutes
  - i. Ms. Hupfeld made a motion to approve the August minutes. Ms. McLaughlin seconded, & the motion passed unanimously.
  - ii. Other Approval Items - None

**VII. Other business (15 mins)**

- a. CSI Meetings - Margaret and Kelly
  - i. Margaret
    - 1. 84 person Zoom call - 42 charters in CSI - 15 models, 18k students
    - 2. Terry Lewis - Board Development - Suggestions - Annual Board Member Agreement - Board Governance will address
    - 3. Need folder for Policies - Brenda will address and find
  - ii. Kelly
    - 1. Statutory budget presentation
    - 2. Breakout rooms with CSI board members - new chair of the Board was Jill Anschutz
- b. CSI Training Attendees
  - i. Dec 1 – 4:00-5:00 - Holly Peterson
  - ii. March 2, 2021– 4:00-5:00 - Danny Martinez
  - iii. June 1, 2021 – 4:00-5:00 -
- c. Other announcements/information items
  - i. The Board is very appreciative of the staff’s continued commitment to our school and our students particularly in light of the COVID situation. Their efforts are outstanding and we see the results in the NWEA assessment.

**VIII. Adjournment**



- a. Ms. McLaughlin made a motion to adjourn. Mr. Martinez seconded, & the motion passed unanimously.

*Board meetings are open to the public, including ECA staff, students, and families. Schedule of future Board meetings: 9/23/20, 10/28/20, 11/18/20, 12/16/20, 1/27/21, 2/24/21, 3/24/21, 4/28/21, 5/26/21, Retreat – 6/29-30/21 – 5:30pm-9:00pm*