



THE EARLY COLLEGE OF
ARVADA

Board Meeting Minutes

Date: January 27, 2021

Time: 6:04 p.m. – 8:31 p.m.

Location: ~~The Early College of Arvada~~

4905 W 60th Ave, Arvada CO 80003

VIRTUAL MEETING via ZOOM

ZOOM LINK: <https://us04web.zoom.us/j/71009817261?pwd=YU53S1ZCSFdsZUMrRmlyOC9vSGJ4dz09>

Board Members Present: Todd Cordrey, Absolom Herrera, Kelly Hupfeld, Danny Martinez, Margaret McLaughlin, Patrick Nielsen, T.O. Owens, Holly Peterson, Audyn Quintana, & Brenda Snyder (**Quorum Present**)

Guests: Sharad Agarwal, Janice Anderson, Rick Heroff, & Guadalupe Marquez

I. Call to Order & Introductions

- a. The meeting was called to order by Ms. Snyder at 6:04 p.m.

II. Approval of Agenda

- a. Ms. Snyder requested to revise the current agenda. Ms. Hupfeld made a motion to approve the revised agenda. Ms. McLaughlin seconded, & the motion passed unanimously.

III. Public Comment

- a. None.

IV. Board Education Session

- a. Budget – See Below
- b. February – Long-Range Planning Committee

V. Board Work Session

- a. Enrollment – Todd (See Student Recruitment Committee Presentation)
 - i. Todd created the Student Recruitment Committee, which consists of staff & board members, in December 2020. Such Committee is tasked with helping us hit the numbers for enrollment & drive accountability for the process.
 - ii. Standing meeting time every Tuesday from 10:00 a.m. to 10:30 a.m.
 - iii. Personnel – Betsy (70-75% focused on enrollment), Sydney (100% focused on enrollment), & Todd (80% focused on enrollment)
 - iv. Making sure to go after more than one market (Spanish-speaking & English speaking, lower & upper/middle class, etc.)
 - v. Current plan for this week
 - a. Denver Community Fridges – resource for the community, solves problem of leftover school lunches, marketing tool, community partnership builder, no cost, fridge provided



THE EARLY COLLEGE OF
ARVADA

- b. Canvassing begins this week – 88 routes of 50 each w/ 50 houses of students grades 6-11 w/in a 5-mile radius of the school (200 per week)
- c. CRM – sales cycle defined for re-enrollment & new students – IC data imports
- d. Schola review & possible adoption (\$15,000 annual cost)
 - i. Generally, Board approves. A few don't approve & Mr. Nielsen abstains from providing input on whether to pursue or not due to lack of adequate information.
- e. Materials review (Spanish & English postcards, email postcards, social media posts, yard signs, banners; bus shelter; referral items for 3 categories; swag (sweatshirts, T-shirts, wristbands), & certificates for tutoring incentive)
- f. Summer CS program 50-100 students – 50% existing students process update – more in upcoming weeks
- vi. Goal FY 22 & FY23 (Retention 90%, FY 22 – 100 enrollments, FY 22 – 325 Oct count, FY 22+ - 150 enrollments, FY 22+ - 365 Oct count)
 - a. Board – Need to make it a priority to figure out everyone's perceptions of ECA, which affects our retention rate. Aspire for 90%, but, at the very least, maintain 83% retention rate. Recommend preferential deadline enrollment, etc. to get better idea of actual retention & enrollment.
- b. Strategic Plan – School Leader – Todd
 - i. Defer at this time due to time constraints
- c. Strategic Plan – Board – Brenda
 - i. Defer at this time due to time constraints
- d. ED Performance Review Process – Brenda
 - i. Defer at this time due to time constraints
- e. Committee Reports
 - i. Finance – Holly/Todd
 - 1. Amended Budget
 - a. CSI wants to see our facility cost to be 20% of our PPR. Currently it's at 28%.
 - b. Projected year end change to the fund balance would be a positive \$18, 232
 - c. Amended budget – \$4.1 million budget vs. 4.2 million budget – more info came in at this time.
 - d. There will always be an amended budget due to the cycle of how money works in this sector.
 - 2. Building Analysis
 - a. Defer to next month due to time constraints.
 - b. Board to read materials for next month.
 - ii. Governance – Brenda/Kelly – Discuss next month
 - 1. Board Development – Candidates in Process
 - 2. Discuss D7 Purchasing Policy & D10 Bidding
 - 3. Other Policies?
 - iii. Long Range Planning – Margaret
 - a. First Session (Second Session to be discussed next month)



THE EARLY COLLEGE OF
ARVADA

- b. Guiding principles – Primary – commitment to student success for all students /
Secondary – opportunity to earn up to 60 college credits
 - c. Class of 38 averaged 32 credits: range of 6 – 62 credits
 - i. 32% of students passed all their college courses w/ a credit load of 21-62 credits
 - ii. 68% of students failed one or more of their college courses w/ the failure rate ranging from 15 to 50%
 - 1. Goes on their college transcript & affects future financial support
 - d. Changed approach
 - i. 50-55% 11th & 12th graders enrolled in college courses Fall '20
 - ii. Front Range pass rate 79% (English)
 - e. Conclusion – Current model successfully serves a minority of enrolled students. Does the current model place a burdensome expectation upon teachers and staff?
 - f. Estimate to deliver full college course load is approximately \$400,000
 - g. A fully realized early college model is an expensive proposition to deliver, a very complicated model to manage, & only serves a subset of ECA students
- iv. Workforce Readiness Committee/Arvada Chamber – Audyn
 - a. Defer at this time due to time constraints
- f. Discussion of Board Action Items

VI. Board Action Items

- a. Approval of Amended Budget Resolution & Previous Meeting Minutes
 - i. Ms. McLaughlin moves to approve amended budget resolution & December 2020 Minutes. Ms. Snyder seconds, & the motion passes unanimously.

VII. Other Business

- a. CSI Training Attendees
 - i. March 2, 2021 – 4:00 p.m. to 5:00 p.m. – Danny Attending
 - ii. June 1, 2021 – 4:00 p.m. to 5:00 p.m.
- b. Other Announcements/Information Items

II. Adjournment

- a. Ms. Hupfeld moved to adjourn the meeting. Mr. Martinez seconded, & the motion passed unanimously. The meeting was adjourned at 8:31 p.m.

**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: 02/24/2021, 03/24/2021, 04/28/2021, 05/26/2021, Retreat – 6/29 – 30/2021 (5:30 p.m. – 9:00 p.m.)

**To request that an item be placed on a future agenda, please contact Board President Brenda Snyder at bsnyder@ecarvada.org.*