



**Board Meeting Minutes**  
**Date: August 25, 2021**  
**Time: 6:03 p.m. – 7:31 p.m.**  
**Hybrid – In-Person at ECA & Virtual Meeting via ZOOM**

**Join ZOOM Meeting**

<https://us04web.zoom.us/j/76355141719?pwd=OXoraGQwNUVQdGJNVk9wWDExNDVHUT09>

**Board Members Present:** Janice Anderson, Rick Heroff, Absolom Herrera, Kelly Hupfeld, Danny Martinez, Margaret McLaughlin, Patrick Nielsen, Holly Peterson, & Brenda Snyder (**Quorum Present**)

**Guests:** Krista Borland, Rob Dalton, Guadalupe Marquez, & Deborah Van Roy

**I. Call to Order & Introductions**

- a. The meeting was called to order by Ms. Snyder at 6:03 p.m.

**II. Approval of Agenda**

- a. Welcome Guests – Rob Dalton – Potential Board Member
- b. Ms. Hupfeld made a motion to approve the meeting agenda. Ms. McLaughlin seconded, & the motion passed unanimously.

**III. Public Comment**

- a. None.

**IV. Board Education Session**

- a. Patrick & Danny – Defer to September or later.

**V. Board Work Session**

- a. School Update – Janice
  - i. Enrollment total – 274 students.
  - ii. School starting up.
  - iii. NWEA results to be discussed at September meeting.
  - iv. CARS Report w/ state assessments to be provided in October 2021.
  - v. One student tested positive for COVID despite being vaccinated. Advised that only need to quarantine students if there is an “outbreak,” which means there are more than 2 students in a class that test positive.
- b. Committee Reports
  - i. Finance – Holly & Janice
    1. Need more students.
    2. Budget is tight, but we are doing well & hitting most of our marks.
    3. Managing the budget very conservatively, at least for foreseeable future.
  - ii. LRP – Enrollment – Marketing – Margaret & Brenda

1. Rob Dalton, potential board member candidate, is present at board meeting, which is the final stage before board members vote to add him as a member.
  - a. Rob has an extensive background in marketing.
  - b. He is most interested in working with organizations that are looking to make the world a better place, which is why he is considering joining our board.
2. We're at 277 students right now, & we need to get to 310.
  - a. We can be financially viable at 277. The biggest questions are:
    - i. Do we have a market for what we have to offer?
    - ii. What do we need to do to attract more students?
  - b. We have money in the bank, stable budget, stable leadership, stable staffing. We're probably the most stable we've ever been, but we still need to get more students in order to continue.
3. Ms. Snyder gave brief summary of contents of Executive Committee session last week.
  - a. Janice has committed to a 2-year contract (to run through 2023 school year). Hopefully this will inspire other staff members to do the same.
  - b. No staff will be laid off.
  - c. Executive committee is committed to moving forward & putting every resource we have to enrollment & marketing.
4. Ms. McLaughlin gave brief summary of contents of Strategic Planning Committee session last week.
  - a. Enrollment Management Process – Admission, Retention, Research, & Marketing
  - b. Our geographic distribution of our students has been the most different this year as compared to previous years. More data required.
  - c. **October Board Meeting will be held as a marketing session led by Rob from 5:30 p.m. to 9:00 p.m.**
- c. Strategic Plan – Board & School – Janice & Brenda
  - i. Discussed above.
- d. Discussion of Board Action Items
  - i. See below.

## VI. Board Action Items

- a. Vote to Add Rob Dalton as Board Member
  - i. Ms. Snyder made a motion to add Rob Dalton as a board member, with his term effective for 3 years from June 2021. Ms. Hupfeld seconded & the motion passed unanimously.
- b. Remote Learning Policy – Review CSI Edits & Need To
  - i. Sent policy to CSI last month, & CSI made some proposed revisions (see Board folder).

- c. Review & Approval of Previous Meeting Minutes – July Board Meeting
  - i. Mr. Martinez made a motion to approve the July Meeting Minutes. Ms. Hupfeld seconded, & the motion passed unanimously.

**VII. Other Business**

- a. Other Announcements/Information Items
  - i. None.
- b. ECA Building Corp
  - i. The Building Corp owns the building. It was put together in 2008 & it paid rent for the building. The Building Corp has its own bylaws & Board of Directors, which consists of the Board President, Board Treasurer, & Executive Director.
  - ii. There needs to be a Building Corp Board meeting to determine the size of the Board & elect directors. There also must be & an annual meeting.
  - iii. Ms. Hupfeld made a motion to appoint Ms. Snyder, as the Board President, as the school board appointed member of the ECA Building Corp. Ms. Peterson seconded and the motion passed unanimously.
  - iv. Effective this Board meeting, the Board of Directors of the ECA Building Corp shall consist of Ms. Snyder as the President, Ms. Peterson as the Treasurer, and Ms. Anderson as the Executive Director.
- c. Dissertation Project – Deborah Van Roy, Executive Director, Ricardo Flores Magon Academy
  - i. Researching school leader relationships with Board of Directors, particularly related to early colleges.
  - ii. Seeking to interview Board members in the next couple of weeks.

**VIII. Adjournment**

- a. Mr. Herrera made a motion to adjourn the meeting. Mr. Dalton seconded, & the motion passed unanimously. The meeting was adjourned at 7:31 p.m.

*Board meetings are open to the public, including ECA staff, students, & families. Schedule of future Board meetings: Retreat – 09/22/21, 10/27/21, 11/17/21, 12/15/21*