

**Board Meeting Minutes**  
**Date: 3/30/2022**  
**Time: 6:03 p.m. – 7:59 p.m.**  
**The Early College of Arvada**  
**Boardroom**  
**4905 W 60th Ave, Arvada, CO 80003**

**Board Members Present:** Sharad Agarwal, Rob Dalton, Kelly Hupfeld, Danny Martinez, Margaret McLaughlin, Holly Peterson, Janice Anderson, & Brenda Snyder (**Quorum Present**)

**Guests:** Rick Heroff, Alejandro Reynoso, Rob Acker, Sydney Bauman, Tori Andrus, Stephanie Cwynar

**I. Call to Order & Introductions**

- a. The meeting was called to order by Brenda Snyder.
- b. The meeting began at 6:03 p.m.
- c. Board Candidate, Stephanie Cwynar attended

**II. Approval of Agenda**

- a. Margaret McLaughlin moved to approve
- b. Rob Dalton seconded.

**III. Public Comment**

- a. Brenda Snyder called for public comment
- b. Rob Acker commented.

**IV. Board Education Session**

- a. Kelly Hupfeld presented on Principles of Charter School Governance
- b. Discussion regarding Board Maturity Assessment next session

**V. Board Work Session**

- a. Parent Meeting follow-up by Brenda Snyder
  - i. March 9/6p/canceled due to weather
  - ii. April 20/6p – shifting to parent run committee
  - iii. May 11/6p – Brenda Snyder will not be there
- b. Finance Committee
  - i. Budget Update
  - ii. Overpayment to ?? refunded
- c. School Update
  - i. Marketing logo discussed, no change to colors
  - ii. Fenix work completed; discussed recognition/thank you
  - iii. School Carnival 4/29 from 3-6p discussed
  - iv. Parent Survey discussed
  - v. Graduation May 20<sup>th</sup> at Arvada Center – board attendance solicited
- d. Long Range Planning Committee
  - i. 2022-2023 Enrollment Number update by Janice Anderson
  - ii. Marketing and Enrollment Position – offer out to candidate
- e. Governance Committee
  - i. Policy Review

1. CBI Policy reviewed by Kelly Hupfeld
- ii. Nominating committee and board leadership timeline/opportunities discussed
- iii. Board Candidate
  1. Danny Martinez met with Vivian Jeffcoat on 3/30/2022; candidate is moving forward.
  2. Hilary Kaplan will be meeting with Brenda Snyder and Janice Anderson. Hilary will attend the 4/27/2022 board meeting.

**VI. Board Action Items**

- a. Approval of February minutes
  - i. Sharad Agarwal moved to approve; Margaret McLaughlin seconded
  - ii. Motion passed
- b. Approval of policies
  - i. Policies for approval: CBI Policy
  - ii. Rob Dalton; Holly Peterson seconded
  - iii. Motion passed

**VII. Other Business**

- a. Recognition letter to Fenix.
- b. May board meeting is May 25.
- c. Kelly Hupfeld moved to invite Stephanie Cwynar to join ECA Board; Margaret McLaughlin seconded. Motion Passed.
- d. Need a board member for ECA Capstone project evaluation. Janice Anderson is asking Stephanie Cwynar first and Danny Martinez is backup.
- e. June retreat dates tabled to April board meeting.

**VIII. Adjournment**

- a. Brenda Snyder moved to adjourn the meeting. Sharad Argawal seconded.
- b. The motion passed unanimously.
- c. Meeting adjourned at 7:59 p.m.

*Board meetings are open to the public. Schedule of future Board meetings: 5/25/2022, 6/22/2022, 7/27/2022, 8/24/2022*