

Board Meeting Minutes
Date: October 25th, 2023
Time: 6:05 p.m. – 7:55 p.m.
The Early College of Arvada
Virtual
4905 W 60th Ave, Arvada, CO 80003

Board Members Present: Margaret McLaughlin, Sharad Agarwal, Siohini Bandopadhyay, Danny Martinez, Holly Peterson, **(Quorum Present)**

Guests: Janice Anderson, Rick Heroff

I. Call to Order & Introductions

- a. The meeting was called to order by Margaret McLaughlin.
- b. The meeting began at 6:05 p.m.

II. Approval of Agenda

- a. Margaret McLaughlin moved to approve amended agenda
- b. Siohini Bandopadhyay seconded

III. Public Comment

- a. Margaret McLaughlin called for public comment
- b. No comments.

IV. Board Education

- a. Ryan Marks, Charter School Institute's Chief of Authorizing and Accountability presented.
- b. Mr. Marks went over our CSI Annual Review of Schools (CARS) report.

V. Board Work Session

- a. Enrollment Analysis – Janice Anderson
 - i. Report on current enrollment
 - ii. Update on strategic enrollment plan moving forward
- b. Policy Review – Janet Anderson and Margaret McLaughlin presented
 - i. Revised By-laws - review/discussion led by Margaret McLaughlin.
 - ii. Students Fees and Charges – review/discussion led by Janice Anderson
 - iii. Student Conduct & Discipline – review/discussion led by Janice Anderson
- c. Finance Committee
 - i. Sharad Agarwal briefed finance strategy options for the building which may include potential adjustments to our current structure.
 - ii. Mr. Agarwal and Ms. Bandopadhyay discussed C Safe Account seeking a board vote on opening an account for the school.
- d. Charter Renewal – Margaret and Janice
 - i. Margaret McLaughlin discussed the evaluation criteria that CSI staff use to make a recommendation to the CSI Board.
 - ii. Margaret McLaughlin reviewed the updated financial projections that are included in the renewal application.
 - iii. Margaret McLaughlin updated the board on CSI's site visit on Oct. 11.
 - iv. Janice Anderson went over the Budget & Enrollment Strategies presentation that she will give at the CSI Renewal meeting on Nov. 14.

VI. Executive Session

- a. None

VII. Board Action Items

- a. Approve J.3 Student Fees and Charges, J.7 Student Conduct and Discipline and Revised Bylaws
 - i. Sharad Agarwal moved to approve the policies as presented.
 - ii. Holly Peterson seconded.
 - iii. The motion passed.
- b. Approve C-Safe Account Investment
 - i. Sharad Agarwal moved to approve.
 - ii. Siohini Bandopadhyay seconded the motion.
 - iii. The motion passed.
- c. Approve September 27th Board Minutes
 - i. Moved to November meeting.

VIII. Adjournment

- a. Sharad Agarwal moved to adjourn the meeting. Holly Peterson seconded.
- b. The motion passed unanimously.
- c. Meeting adjourned at 7:55 p.m.

Board meetings are open to the public. Schedule of future Board meetings:

Board meetings are open to the public, including ECA staff, students, and families. Schedule of future 2023-2024 Board meetings: 11/15/23, 12/13/23, 1/24/24, 2/28/24, 3/27/24, 4/24/24, 5/22/24, 6/26/24.