



COLORADO  
Early Colleges

## **CEC Governing Board Meeting–July 21, 2023 @ 3:30 p.m.**

Via Microsoft Teams

**Click here to join the meeting**

Or call in (audio only)

+1 970-462-9165 Phone Conference ID: 580 185 659#

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**Call to Order** – Laura called the meeting to order at 3:30 p.m. with the reading of the Mission Statement.

### **Mission Statement**

*Colorado Early Colleges' mission is to prepare a diverse population of students for life by developing their mind, body and character through rigorous academic studies, and character development activities in cooperation with the community we serve.*

*All students, regardless of background or skill level, will have the opportunity to pursue a growth mindset that will allow them to achieve mastery and will demonstrate that they can succeed in school, in college, and in their chosen career.*

*No exceptions. No excuses.*

### **Attendees:**

- Board of Governors: Laura Calhoun, Terry McDonald, Arthur Cyphers, Jessie Mathis, Larry Mohr, Fish Abrahaley, and Roger LaMarca
- Chief Executive Administrator: Sandi Brown
- Attorneys: Dustin Sparks
- Other staff as required: Brenda R., Maren B., Dee Dee V.

**Approval of Agenda** - Jessie made a motion to amend the agenda to add an Executive Session to the end of the meeting pursuant to C.R.S. §24-6-402(4)(b) for conferences with the attorney for CEC, specifically to receive legal advice related to litigation and personnel matters. Art 2<sup>nd</sup>. Approved. Agenda was amended and is reflected in the meeting minutes.

**Correspondence/Board Comments** - none

### **Public Comment** - None

The Board welcomes Public Comment. Please keep comments to 3 minutes or less per person. Should you have a question for the Board that requires a response, please submit your question via email to the CEC Governing Board President, Laura Calhoun, at [laura.calhoun@coloradoearlycolleges.org](mailto:laura.calhoun@coloradoearlycolleges.org) who will then respond to your question via email.

## Administration Report – Sandi Brown

- Enrollment Goal 23-24 Update
  - Sandi updated Board members on how well student enrollment is going across all CEC campuses. Overall, CEC is currently exceeding budgeted FTE enrollment.
- Academics
  - CEC Inverness
    - Sandi informed the Board that Dr. Jay Egger accepted a position with Arapahoe Community College and is no longer with CEC. CEC Parker Head of School, Keshia Medellin, is the interim Head of School at Inverness.
  - Sandi stated that both CEC Colorado Springs and the CEC Douglas County Castle Rock campus were awarded the Performance Incentive Year for their respective CCSP grants.
- Human Resources
  - Expansion of HR
    - Sandi noted that additional HR staff have been hired to support payroll, administrative duties, and employee onboarding/employee engagement.
- Marketing
  - CEC Awareness Campaign
    - Sandi described CEC’s current marketing campaign to expand awareness of CEC in Colorado Springs, Denver, and Fort Collins. The campaign is running on family-friendly media platforms.
- Operations and Facilities
  - Summer Work
    - Sandi provided a high level overview of the summer facilities work currently underway at CEC schools.

## Board Action

- Oath of Office
  - Jessie made a motion to appoint Dustin Sparks to administer the Oath of Office to Board members. Terry 2<sup>nd</sup>. Approved. Dustin proceeded to administer the Oath of Office.
- Approve May 26, 2023 CEC Governing Board Meeting Minutes
  - Terry made a motion to approve the May 26, 2023 CEC Governing Board Meeting Minutes. Art 2<sup>nd</sup>. Approved.
- Approve June 15, 2023 CEC Special Governing Board Meeting Minutes
  - Terry made a motion to approve the June 15, 2023 CEC Governing Board Meeting Minutes. Art 2<sup>nd</sup>. Approved.
- Approve Tutoring RFPs
  - CEC Fort Collins
  - CEC Online Campus
    - Art made a motion to approve the CEC Fort Collins and CEC Online Campus Tutoring RFPs. Terry 2<sup>nd</sup>. Approved.
- Approve 2023-24 Student Charges and Student Charges Schedule Policy
  - Jessie made a motion to approve the 2023-24 Student Charges and Student Charges Schedule Policy. Art 2<sup>nd</sup>. Approved.
- Approve Nondiscrimination/Equal Opportunity Policy
  - Jessie made a motion to approve the Nondiscrimination/Equal Opportunity Policy. Art 2<sup>nd</sup>. Approved.
- Approve 2023-2024 CEC Fort Collins Calendar Revised 7.23
  - Larry made a motion to approve the 2023-24 CEC Fort Collins Calendar Revised 7.23. Terry 2<sup>nd</sup>. Approved.

## Executive Session

- Executive Session pursuant to C.R.S. §24-6-402(4)(b) for conferences with the attorney for CEC, specifically to receive legal advice related to litigation and personnel matters.
  - At 4:44 p.m. Jessie made a motion to enter Executive Session in accordance with C.R.S. §24-6-402(4)(b) for conferences with the attorney for CEC, specifically to receive legal advice related to litigation and personnel matters. Invited into Executive Session were Laura Calhoun, Terry McDonald, Art Cyphers, Jessie Mathis, Fish Abrhaley, Roger LaMarca, Dustin Sparks, and Brenda Rhodes. Art 2<sup>nd</sup>. Approved. Brenda left Executive Session once the meeting recording was started and stopped.
  - At 5:53 p.m., Brenda was invited back into Executive Session to start the meeting recording.
  - At 5:54 p.m. Jessie made a motion to exit Executive Session. Laura 2<sup>nd</sup>. Approved.
  - At 5:55 p.m. Sandi Brown was asked to rejoin the Board meeting.

## Additional Board Action

- Terry made a motion to amend the agenda to readdress the tutoring contracts and discuss creating two board subcommittees. Art 2<sup>nd</sup>. All voted in favor.
- Jessie made a motion to un-approve the prior motions that approved the tutoring contracts and, in the alternative, approve them for a three-month period and authorize the Board President to sign the same. Terry 2<sup>nd</sup>. Laura called for discussion. After discussion, Board approved the motion per roll call vote:
  - Laura – Yes
  - Terry – Yes
  - Art – Yes
  - Jessie – Yes
  - Larry – Yes
  - Fish – Yes
  - Roger – Yes
- Terry made a motion to form a subcommittee of the Board empowered to oversee any CEC RFPs and contracts with CEC in which employees of CEC may have a conflict of interest. Jessie 2<sup>nd</sup>. All voted in favor.
- Terry made a motion to appoint Art Cyphers and Larry Mohr to the subcommittee just created to review the RFPs and contracting for tutoring. Jessie 2<sup>nd</sup>. All voted in favor.
- Larry made a motion to form a subcommittee of the Board empowered to oversee any HR matters involving high-level CEC employees. Art 2<sup>nd</sup>. Laura called for discussion. After discussion, all voted in favor.
- Larry made a motion to appoint Laura Calhoun, Roger LaMarca, Terry McDonald to the subcommittee just created to oversee high-level HR matters. Jessie 2<sup>nd</sup>. All voted in favor.

## Other Business - None

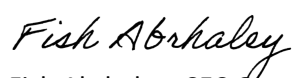
## Future Meetings of the Governing Board

- August 18, 2023 @ 3:30 p.m.
- September 15, 2023 @ 3:30 p.m.
- October 13, 2023 @ 3:30 p.m.

**Adjourn** – Laura adjourned the meeting at 6:18 p.m.

Respectfully submitted by Brenda Rhodes, CEC Executive Office Administrator

Signed



Fish Abrhaley, CEC Governing Board Secretary