



COLORADO Early Colleges

Meeting of the Colorado Early Colleges Board of Directors

August 18, 2017 Friday—from 3:30-5:30 p.m.

Location: TBA

AGENDA

1. Call to Order
2. Approval of Agenda
3. Correspondence/Board Comments
4. Administration Report
 - a. Recommendation to approve CEC employees for 2017-18
 - b. Student Fees Policy
 - c. Network
 - d. Strategic Planning
 - e. Administrator Evaluation
 - f. Year-end Financials
5. Staff Hiring
 - a. *Recommend the following contracts be offered to CSEC staff*

Anderson	Richard	Adjunct
Anibas	Kyle	Adjunct
Bairn	Chris	Adjunct
Baxman	Dessa	192
Bentley	Kristi	210
Blake	Dale	Adjunct
Boger	Mark	Adjunct
Bowers	Chad	192
Carter	Laura	215
Castle	Grady	192
Corson	Jessi	192
Cowger	Renee	192
Daugherty	Jennifer	215
Davis	Christina	192
Davis	Jessica	215
Davis	Marcus	215



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Hewitt	Caitlin	192
Hoffman	Chad	192
Humphries	Brian	215
Jordan	Karen	192
Kuhn	William	192
LaPar	Courtney	215
Lloyd	Allyison	192
Lopez	Jenny	197
Mauer	Alicia	192
McCormick	Shayne	Adjunct
Moore	Mari	192
Morris	Alex	192
Musselman	Kimberly	215
Peragine	Heather	197
Phelps	Victoria	210
Poe	Jennifer	Adjunct
Prahl	Megan	192
Pritchett	Joe	215
Richmond	Shane	192
Rose	Jennifer	100
Rudnick	Chris	Adjunct
Rutkowski	Paige	215
Sanderson	Ashley	210
Smith	Kristi	192
Solberg	Kim	192
Springston	Danielle	192
Suarez	Teresa	192
Vaida	Ashish	Adjunct
Walker	Kayla	192
Walker-Brian	Bekkah	210
Welch	Christal	210
Young	Tammy	192

b. Recommend the following contracts be offered to 1 CECFC staff



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c. Recommend the following contracts be offered to 1 CECP staff

Aboras	Mouna	Adjunct
Ajamian	Daniel	210
Anderson	Zachary	190
Baugh	Graham	190
Biggs	Lori	190
Billstone	Margaret	210
Davie	Ellis	180/Bus
Dawson	Randall	190
Deus	Stephen	190
Doherty	Kristine	Adjunct
Eichelberger	Joan	190
Ellis	Andrew	190
Ensmenger	Phillip	180/Bus
Gilmore	Todd	180/Bus
Goya	Kourtney	210
Harris	Lilian	190
Hedberg	Tara	190
Himes	Wendy	190
Honsberger	William	Adjunct
Hunt	Diana	190
Kabonic	Alyssa	190
Lee	Heather	210
Lloyd	Elizabeth	Part-time
Mead	Ryan	190
Medellin	Keshia	190
Miles	Shannon	210
Miller-Joyce	Patsy	190
ODonnell	Maria	190
Palacios	Alma	190
Randall	Tyson	Adjunct
Regensburger	Derek	Adjunct
Rhodes	Ruth	190
Rolls	Jennifer	190
Segura	Mei	Adjunct



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Sellers	Bryce	Adjunct
Smith	Steven	190
Solano	Anna	210
Southern	Jerrell	190
Stewart	Alison	adjunct
Sundeen	Rachael	210
Todalen	Michelle	190
Tuel	Alexander	210
Venkitanarayanan	Uma	190
Wells	Todd	Adjunct
Wennerstrom,	Courtney	Adjunct
White	Richard	210
Wilson	Thomas	190

d. Recommend the following contracts be offered to 1 CECA staff

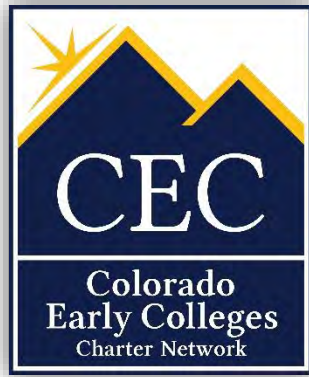
Etzell	John	215
Benitez	Cassandra	215
Correa	Pablo	215
Collado	Yokasta	215
Sterns	Jillian	215
Rhodes	Wendy	215
Schmitz	Laura	187
Billman	Tim	187
Nde Nembot	Alphonse	187
Cole	Rebekah	187
Petts	Stefone	187
Ruskusky	Kevin	187
Andersen	Ashly	187
Simonds	Ben	187
Swenson	Amanda	187
Thompson	Sarah	187
Cochrane	Chris	187
Pratt	Joyce	187



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Leonard	Apryl	187
Prueitt	Paul	187
Wells	Laquita	Bus
McClendon	Karisma	Bus
Marquisee	Evan	187
Cowles	David	187

- 6. Recommend approval of JQ-G Student Fees, Fines and Charges Policy.**
- 7. Approval of Consent Items**
 - a. Approval of the year-end financials**
 - b. Approval of the June 23 Board Meeting**
- 8. Proposed Board Meetings for second semester**
 - a. September 22, 2017**
 - b. October 20-21, 2017/ CEC Board and Leadership Retreat**
 - c. November 17, 2017**
 - d. December 15, 2017**
- 9. Other Business**



SECTION J: Students

Effective:	10/22/2016
Reviewed:	7/2017
Revised:	8/1/2017

JQ-G Student Fees, Fines and Charges

Students shall not be charged an instructional fee as a condition of enrollment in any CEC school or as a condition of attendance in any class that is considered part of the academic portion of the CEC's educational program except tuition when allowed by law. However, the schools may require students to pay college textbook fee.

All student fees to students shall be adopted by the Board. Adopted fees shall remain in place until modified or removed by Board resolution. All student fees adopted by the Board shall be used for the purposes set forth in an annual CEC approved fee schedule, in the school year in which the fee was collected, and shall not be spent for any other purpose.

When publicizing any information concerning any fee authorized to be collected by this policy, the school shall specify whether the fee is voluntary or mandatory, purpose of the fee, and the specific activity from which the students will be excluded if the fee is not paid.

All fees shall be waived for indigent students. An indigent student is defined as any child who is deemed eligible for a free or reduced price lunch under the income guidelines established by the federal government. (All fees, fines and charges for textbooks, workbooks and expendable supplies required for classes within the academic portion of the educational program shall be waived for indigent students.)

Among the fees which the Board may authorize are the following:

CEC Network School Non-College Textbook Fees

Textbooks for all CEC non-college level classes shall be provided on a loan basis.

It is expected that students shall return textbooks to the school in good condition except for ordinary wear. Students shall be assessed fines for lost, damaged or defaced books (including those checked out from the library), materials or equipment. The fines will be for the amount of the loss. In computing a fine, 20 percent of the original cost of a book will be deducted for each year it has been used. The minimum replacement fee is 20 percent of the original cost of the textbook. The Head of School or designee may waive the fee if the student provides a replacement book approved by the Head of School or designee.

If the school has made a reasonable effort to obtain payment for lost or damaged textbooks. If a student is graduating, the Head of School may deny the privilege of participation in the graduation ceremony if the student has failed to return or replace a textbook by the date of the ceremony. The Head of School may offer, at his or her discretion, an alternative payment method, such as an installment plan or service to the school to students who are unable to pay. The administrator, or designee, may obtain payment of delinquent fees, fines, or charges through use of professional collection agencies or institution of civil proceedings as he/she deems appropriate. Indigent students, as determined in accordance with state guidelines, shall not be required to pay a textbook rental fee or damage deposit. A student shall not be refused use of textbooks based on failure to pay the required fees.

Participation Fees

Students participating in extracurricular and co-curricular activities programs shall pay a per season or per activity participation fee.

Any activity fee collected shall be used to fund the particular activity for which it is charged and shall not be used for any other purpose.

College Tuition Failed Class Fee

Students and their parent/guardians are required to sign a document stating they will reimburse CEC for tuition paid by CEC for any course the student does not complete without the consent of the Head of School. Additionally, CEC requires a student or their parent/guardian to reimburse CEC for tuition for any course in which a student receives a failing grade. If a student attends an institution of higher learning (IHE) with higher tuition than the local community college resident rate, the student may be responsible for paying the remaining balance of the tuition.

Miscellaneous Fees

Students may be asked to pay miscellaneous fees as a condition of participating in or attending a voluntary school-sponsored activity or program not within the academic portion of the educational program.

Fee Schedule (See schedule attached at end of Document)

The CEC Network Schools shall prepare and make available upon request a complete list of student fees, describing the fee, the amount of each fee, the purpose of each fee, whether the fee is voluntary or mandatory, and the specific activity from which the student will be excluded if the fee is not paid.

If you are unsure if you qualify for free or reduced meals, please talk to your school about the forms that need to be completed.

Legal Refs:

C.R.S. 22-32-109 (1) (u) (free textbooks to indigent students without loss/damage deposit)

C.R.S. 22-32-110 (1) (o) (textbooks for free or reasonable rental fee)

C.R.S. 22-32-110 (1) (jj) (sanctions for failing to return textbooks and library resources) (2017)

C.R.S. 22-32-113 (5) (transportation of pupils and imposition of fee for excess transportation costs)
C.R.S. 22-32-116.5 (6) (a) (participation fees for non-enrolled student participants)
C.R.S. 22-32-117 (fees)
C.R.S. 22-32-118 (summer school fees)
C.R.S. 22-45-104 (disposition of moneys collected from fines and fees)
CRS 22-30.5-507 Withholding diploma, transcript, or grades
1 CCR 301-4 Determination of indigency and establishing policy on school fees
Charter School Institute Student Fees for CSI Schools Policy
Colo. Const. Art. IX, Section 2 (2016)

Colorado Early Colleges 2017-2018 Fees Schedule

FEES IDENTIFIED ARE MANDATORY FOR PARTICIPATION. PARTICIPATION MAY BE VOLUNTARY.

Fee Type	Designated For	Fee Amount (Maximum)	Purpose of Fee	Student Impact if fee is not paid
College Course Fail/WD Fee	Off Campus College Courses Resident Rate	Rate of tuition charged by institution	To reimburse CEC the actual cost of the college course fee charged to CEC by the institution of higher education (IHE) for a course student has failed or dropped before withdrawal date.	Withhold Transcripts or Grades until tuition for a course student has failed or dropped before withdrawal date, or has made agreeable arrangements in writing with the Head of School.
Hybrid/Online Course Fee	**Hybrid/Online Course	Difference between the direct instruction course and the online or hybrid course	To reimburse CEC the difference of the cost of the direct instruction course and the online or hybrid course charged to CEC by the institution of higher education.	Account will be turned over to a collection agency until fee is paid or acceptable arrangement has been made with the school.
Colorado Opportunity Fund (COF) Fee	Students who do not qualify or activate Colorado Opportunity Fund before the date the IHE bills CEC	Amount of discount from institution of higher education	To reimburse CEC the amount of the COF discount from institution of higher education.	Account will be turned over to a collection agency until fee is paid or acceptable arrangement has been made with the school.
Lost or Damaged College Course Textbook Fee	*Off Campus, Hybrid or Online College Textbooks (Only Required textbooks qualify)	Fees vary according to college course and institution	To reimburse CEC the actual cost of the lost or damaged college course text book	Students' fee balances must be paid in full in order to receive textbook reimbursements.
Course Fee	Field Trip Fee	Varies by field trip (this does not apply to any trips associated with basic education classes)	To cover cost or a portion of the cost of admission, activity, and transportation.	Student will not be permitted to attend the field trip. A comparable alternative may be provided.
School Fee	Yearbook	Not to exceed \$85 per yearbook	To cover a portion of the cost of producing and printing a yearbook.	Student will not receive a yearbook.
School Fee	Student ID (Replacement)	Not more than \$10	To cover cost or a portion of the cost of ID materials	Student will not be issued a replacement ID
School Fee	Student Planner Replacement	Not more than \$7	To cover a portion of the cost of producing and printing Student Planner	Student will not be issued a replacement planner
School Fee	Parking Fine	Not More than \$25 per fine	To provide a financial penalty for parking violations and maintain parking lot safety	Student may be denied privileges of parking on a CEC Ft Collins Campus

Graduation Fee	Graduation Ceremony	Not more than \$50	To cover a portion of the cost for sashes, cords, medals, consumable materials, decorations, and facility rental needed for Graduation Ceremony and printing of diplomas.	Students will not receive sashes, cords, medals to wear during graduation ceremony.
School Fee	Tutoring	\$20	To cover a portion of tutoring costs.	Student cannot attend additional tutoring sessions until fee has been paid.
School Fee	Transcript Fee	Not more than \$5	Fee that website contracted to facilitate student transcript requests. CEC does not collect or receive the funds for this service.	FRL students and parents with financial hardship can request waiver of the fee. Transcripts will not be withheld for failure or inability to pay for Transcript service.

* Students and their parent/guardians are required to sign a document stating they will reimburse CEC for tuition paid by CEC for any course the student does not complete without the consent of the Head of School. Additionally, CEC requires a student or their parent/guardian to reimburse CEC for tuition for any course in which a student receives a failing grade. C.R.S. § 22-35-105 (4). If a student attends an IHE with higher tuition than the local community college resident rate, the student may be responsible for paying the remaining balance of the tuition. [C.R.S. § 22-35-104 (6)(b)]

** Tuition for online and hybrid courses are charged at a higher rate and must be approved by the student's Advisor and the Accounts/Business Manager, or by the Head of School. Approval will be granted if the course is only offered as an online course, or if there are other significant circumstances. The student must understand that taking an online course will have a negative impact on his/her voucher. When this exception is made, the student is responsible for the difference in cost between a direct instruction course and the online or hybrid course.

A student fee schedule specific to each school shall be posted to the school website in a prescribed location and shall be updated annually. Only fees referenced and approved in CEC Policy JQ-G may be levied.



COLORADO Early Colleges

Meeting of the Colorado Early Colleges Board of Directors

June 23, 2017 Friday—from 3:30-4:30 p.m.
Colorado Early Colleges Aurora
350 Blackhawk, Aurora, CO 80011

AGENDA

1. **Call to Order:**
 - a. **Governing Board Members in Attendance:** Terry McDonald, Tom Clark, Art Cyphers, Deborah Hendrix, Laura Calhoun, Robin Phillips
 - b. **CEC Staff Members in Attendance:** Keith King
2. **Approval of Agenda**
3. *Motion to approve the agenda made by Art Cyphers and seconded by Tom Clark. All voted in favor. Approval of the Minutes of the Governing Board meeting of May 19, 2017.*
4. **Correspondence/Board Comments**
5. **Administration Report**
 - a. **Goals for 2017-18**
 - b. **Enrollment Report**
 - c. **Technical Assistant Compliance Reports for Grants: Michelle Sears-Ward**
 - d. **IKF-G Early Colleges Graduation Policy**
 - e. **Budget Contingency and Under-Budget Residual Usage Policy**
 - f. **CEC Foundation Resolutions**
6. **IKF-G Early Colleges Graduation Policy**
 - a. **Recommend approval of IKF-G Early Colleges Graduation Policy**

Motion to approve the of IKF-G Early Colleges Graduation Policy made by Art Cyphers and seconded by Tom Clark. All voted in favor.
7. **Budget Contingency and Under-Budget Residual Usage Policy**
 - a. **Recommend approval of Budget Contingency and Under-Budget Residual Usage Policy**
 - b. *Motion to approve the Budget Contingency and Under-Budget Residual Usage Policy made by Art Cyphers and seconded by Tom Clark. All voted in favor.*
 - c. **Recommend approval of CECA Budget.**
Motion to approve the CECA Budget made by Tom Clark and seconded by Deborah Hendrix. All voted in favor.



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8. Resolutions for the CEC Foundation

- a. ***Recommend approval of the following resolutions regarding the CEC Foundation: The Formation of the CEC Foundation; The Donation from Colorado Early Colleges to Colorado Early Colleges Building Corporation; The Donation from Colorado Early Colleges to CEC Foundation***

9. Approval of Consent Items

- a. **Approval of the May financials**
- b. **Approval of the May 19 Board Meeting**

Motion to approve consent items made by Art Cyphers and approved by Tom Clark.

10. Proposed Board Meetings for second semester

- a. **August 18, 2017**
- b. **September 22, 2017**
- c. **October 20-21, 2017/ CEC Board and Leadership Retreat**
- d. **November 17, 2017**
- e. **December 15, 2017**

11. Other Business