



## ECAP Platform Adoption Committee Minutes - Meeting #7

**Date:** March 4th, 2024

**Time:** 3:30 pm

**Location:** Virtual

**Facilitators:** Koni Withers, Lead Counselor and Ms. Jean Koeppen, Assistant Superintendent of Curriculum & Instruction

### **Committee Members Present:**

- **Principal Representative** – Kathleen Alexander, Assistant Principal
- **Principal Representative** – Heather Brelo, Assistant Principal
- **Staff Representative** – Melinda Villalovos, College & Career Specialist
- **Counselor Representative** – Janice Coy, Lead Counselor
- **Counselor Representative** – Sarah Robinson, Counselor
- **Counselor Representative** – Jackie Clayton, Lead Counselor
- **Administrator Representative**- Melissa Mohlzon, Director of CTE
- **Parent Representative** – Suzi Votruba, Parent
- **Teaching Staff Representative** – Dana Hudson, Teacher
- **Counselor Representative** - Chase Bennett - Counselor

### **Committee Members Absent:**

- **Teaching Staff Representative** – Melissa Topel

### **Purposes of Today's Meeting:**

- To review new feedback from stakeholders and review any additional information to make final decision.

### **Outcomes of Today's Meeting:**

- To come to consensus which platform will move forward for Governing Board approval.

# Agenda/Minutes

## I. Welcome

- A. Communication to Stakeholders
- B. Norms were reviewed
- C. Purpose of Today's Meeting was Discussed (see above)
- D. Outcomes of Today's Meeting was Discussed (see above)

## II. Feedback Review

- A. New 60 day review feedback was reviewed
- B. Evaluated costs of platform.

## III. Action items

- A. Review Best and Final offers. Due March 8th, 2024
- B. Governing Board Meeting 1st Read on April 4th

## IV. Homework for Committee Members

- A. Provide decision to stakeholder groups
- B. Encouraged to attend the Governing Board Meetings

## V. Call to Public

*Meeting was adjourned at 4:08 p.m.*

