



## **Governing Board**

### **Meeting Minutes**

**Monday, April 6, 2020**

**6:00 – 8:00 pm**

Oakwood Homes  
4908 Tower Rd.

**Board members in attendance by Zoom:** Amy Schwartz, Jason McEldowney, Maura O'Neal, Noel Harryman, Mizraim Cordero, Chris Wildhagen, Tim Gallagher, and Kelly Leid

**Absent board members:** None

**Staff members in attendance by Zoom:** Jamie Prijatel and Candace Cheung

### **Opening Items**

- Amy called the meeting to order and declared a quorum at 6:05pm.
- 100% in attendance.
- Tim motioned to approve the 3/2/20 board meeting.

### **Committee Updates**

- Principal Hiring – Amy shared that Kevin joined the facility design charette on March 23, 2020 with the facility team and met with Candace to orient him to the STEAD model and project priorities on March 22, 2020. Both meetings took place by Zoom. Amy let Kevin know that despite the current circumstances surrounding COVID-19, the board intends to still open the school in 2021 and she will support him and continue to help him prioritize his work. Kevin's start date will remain August 1, 2020.
- Parent and Community Outreach / Marketing and Promotion - Tim had a great meeting with Roberto Meza on Thursday, May 2, 2020. Roberto is one of the two co-founders of Emerald Gardens Microgreens. Tim and Kelly will pursue a partnership with this group. The board plans to pursue STEAD partnerships with both large and small groups.

Tim shared the big push for student recruitment will take place once Kevin starts in August 2020 and is able to attend district principal leadership team meetings and share information about STEAD directly with middle school principals.

Amy shared the Reunion team is currently planning summer events; however, the summer event schedule may be affected due to the 'stay at home' order.

- Partnership Development, Capital Campaign (Fundraising) & Facilities – Kelly presented the draft of the partnership MOU. The goal is to move from a MOU to a binding agreement, implementation strategy, which will become an Appendix of the MOU. The MOU lays out the critical components of the relationship and the MOU will be signed by the board chair and the partner. Kelly asked the board to read through the MOU and send him their thoughts. He intends to finalize the MOU this month and share with partners. He will modify the MOU based on what the partner intends to provide to The STEAD School.

The capital campaign roll-out has changed because of COVID-19 and Kelly is now rethinking how to approach fundraising. The approach will be to have a targeted discussion with each potential partner / funder and focus on pathway partnerships. Oakwood Homes will commit several million dollars over time to The STEAD School since home building will be slowing down.

Kelly had a great call with Vectra Bank on April 6, 2020 and with other potential non-profit lenders to finance the school.

Jamie shared that STEAD won the NewSchoolsVenture Fund grant of \$100,000. These funds will be used toward paying for the principal and consultants salaries.

Amy shared that STEAD has a signed charter contract with the 27J school district.

- Facilities - Kelly shared the letter he sent to the district in the amount of \$25M toward the district's bond. Kelly believes the school is in a good position to receive funds since we will add high school seat capacity. Jason will meet with the bond committee next week and report back to the team with any updates. Jason moved to acknowledge the letter to the district that Kelly reviewed with the board. All of the board members were in favor of approving the draft. There was no further discussion. The board took a vote and all of the board members unanimously acknowledged the letter.

No update on Building Corp.

Noel walked the group through the site plan. Kevin and Candace provided great input on the site plan during the design charrette. There needs to be more clarification on the location of the fire lane and the basketball court. The green house was sized out at 2,800 square feet; the Soils and Seeds Lab at 2,400 square feet and will also serve as storage area and outdoor space. Kelly asked Sunward to donate Soils and Seeds lab (that area of the building).

Kelly shared the new floor plan. Miz asked a question: will there be someone with expertise in school security to review the campus floor plan and security measures. Kelly responded: Yes. Kelly has facility security experience from working at Denver Public Schools and DLR will ensure that students are safe. There will be a lot of visibility and cameras on campus. There will be a student entry way and students will use a badge system to enter and exit the campus. Tim asked a question: what is the time table to finish the building. Kelly responded: Now seven months instead of nine months because of the type of construction material we are using. We will move dirt in May 2020. The Oakwood Home's land team is doing this work. The goal is to have a barn raising this fall.

- Election - The board agreed to hold the strategic planning retreat on Sunday, August 16, 2020 from 12-5pm. Jamie will make a reservation for the retreat at the Reunion Recreation Center.

Jamie presented the board dashboard, board assessments, and impact statements for the board to review and discuss. Maura asked a question: how do we track students by ethnicity, FRL, and if they have an IEP. Amy responded: We will use zip codes and can't ask those questions about ethnicity, FRL, and if they have an IEP on an interest form or enrollment form. Maura stated a need for a proxy in enlist student recruiters who are the same ethnicity as our target student group. Maura emphasized the need to 'invite' students to attend STEAD and this invitation needs to be from someone who looks like the student of the same ethnicity with whom they can identify with.

Jamie shared the board member assessment with the board to review and to complete. The assessment is due Monday, April 13. Amy shared that she knows of two potential board member candidates; one is a potential agriculture industry partner who is a white female with human resources experience and the other is a college student from Brighton who is hispanic female. Amy also believes someone with legal expertise would be an asset and the board needs to recruit new members that fulfill multiple categories and both demographics (gender and ethnicity) and skill sets.

Jamie shared the draft of the Impact statement with the board and asked for feedback. Then asked the board for a volunteer to revise the Impact statement. Maura volunteered to create the next draft of the application and to share this new version at the May 4 board meeting.

Tim shared that the 27J district boundary does include the industrial area of Commerce City aka 'urban' areas; 27J does not have an 'urban community.' The board needs to have further discussion about how to recruit students from 'urban' and 'industrial' areas. This also includes continuing to track students who apply to STEAD from outside of the 27J school district.

Amy requested Jamie update the governance preparedness tab of the board dashboard with a new row titled 'completion of the Colorado Department of Education (CDE) board professional development modules.' Jamie agreed to send a reminder email to the board of which modules to complete with login information.

- Non-Committee items 1023 application - Jamie shared the 1023 application will be submitted by April 30, 2020 by STEAD's attorney, Carleen Clark. Amy asked the board if anyone wants to review the 1023 application before Carleen submits; no one wished to review.

### **Closing Items**

- Motion to adjourn the meeting by Amy at 7:49pm, Miz agreed, and Jason seconded the motion. The board unanimously approved to adjourn the meeting.