



L.C. Fulenwider Campus

**Governing Board**

**Meeting Minutes**

**Monday, July 6, 2020**

**6:00 – 8:00 pm**

Oakwood Homes  
4908 Tower Rd.

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

**Absent board members:** Ashley DeLorenzo

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

**Absent staff members:** Kevin Denton

**Opening Items**

- Amy called the meeting to order and declared a quorum at 6:05pm.
- Amy motioned to approve the 6/1/20 board meeting minutes; Kelly seconded it.
- Board and staff members shared good news updates with each other and introduced new board members.

**Committee Updates**

- Partnership Development, Capital Campaign (Fundraising) & Facilities - Amy gave an update on her and Kelly's conversation with Dr. Fiedler. Dr. Fiedler will not provide a loan repayment guarantee for The STEAD School financing.

Kelly gave further updates on financing. Vectra is the senior lender; Charter School Facilities Solutions is the sub-debt lender to finance the school facility. Oakwood Homes will provide half of the loan repayment guarantee. A lunch will be held for Dr. Fiedler, Pat Hamil, Bruce Alexander (president of Vectra bank), Jane Ellis and Justin Ranney (Charter School Facilities Solutions) to discuss the school financing plan and for The STEAD School to participate in the 2021 bond election. The amount of funding provided through the bond election could cover the repayment of STEAD's financing debt to both lenders. The next step is to have Dr. Fiedler put in writing that The STEAD School will be part of the 2021 bond election.

The due diligence process is starting with both of the school finance lenders. The STEAD team holds a weekly call with both lenders. Kelly is completing the Charter School Facilities Solutions line of credit application in the amount of \$250K for items such as the design and development construction documents. Oakwood Homes will guarantee the repayment of these funds.

Vectra Bank is organizing the appraisal of the value of the land and the school buildings to be built on the land. The school will be on a tight construction schedule but will meet the timeline; the school construction type is simple in design. Roberto asked a question: Will the buildings be LEED certified. Kelly responded: The school will follow the LEED process guidelines and requirements. However, due to the expense (cash flow), the building will not get certified; to get the certification is very expensive.

Amy shared an update on operational financing grants. STEAD received a new \$5K opportunity from the NewSchoolsVenture Fund to fund a school start-up project. The STEAD team will have a meeting with the new Education Program Officer to discuss funding opportunities and options.

Amy shared STEAD may delay the barn raising and hold an alternative event due to the impact of COVID-19. The new option will eliminate food (not sell tables) and instead will sell one of a kind bricks. The goal is to sell 100 bricks to individuals in a public, social distancing event. The event may have a horse drawn carriage bring the bricks to the site and have community members take the bricks off the carriage. This event will demonstrate the community coming together to build a solid foundation for STEAD's first building. The event specifics will be kept as a surprise until the time of the event. The event will take place in October 2020. Tim asked a question: would the bricks be inscribed and be seen at the entrance of the building. Landmark School did a memorial brick fundraiser and an array of these bricks is located at the base of the flagpole. Kelly responded: Yes, STEAD will display these bricks in a similar, public way as Landmark.

Jason shared that he likes the idea and it is a great substitute for the now cancelled barn raising event. Roberto shared that the alternative event focuses the community on what is important and ties it all together - community coming together and seeing a redistribution of resources that fortifies our future. Kelly asked who on the board would like to take this on and to contact him directly if interested.

- Facilities Planning - nothing to add.
- Principal update - Candace gave an update on the principal evaluation process. The process is very similar to the process outlined in the charter application. The evaluation will also include areas from the 27J contract and the school workplan.

The STEAD School has a waiver for SB191; the teacher and leader effectiveness bill. The board will need to create a Principal evaluation committee to drive the evaluation process. Roberto asked a question: will there be a 360 evaluation. Candace responded: Yes, self-reflection is part of the evaluation process. Roberto asked another question: will there be staff evaluations. Candace responded: Yes and the timeline is intentional to have the evaluation by spring so that the board can hire a new principal before the end of the school year. Noel shared that he wants the board to create and share goals upfront with Kevin so that Kevin has a clear definition of his role and the board's expectations of him. Kelly added that it is very important to start this work now. Candace will have regular check-ins with Kevin to make sure he has what he needs. Candace will create an abridged version of the board's expectations for him and operating parameters and the board will be supportive of him.

Amy shared that the board chair has the responsibility to work directly with the principal and talk daily or weekly. Kevin will work with Candace and Jamie every day as needed.

- Parent and community outreach - Tim shared that Maura is drafting an article for the Reunion Living Magazine about the STEAD board. The plan is to have the article about the board and the photo of the board posted in the September 2020 issue. Tim suggested to have another article about Kevin and his family with photos featured after the brick event.
- Election - The board agreed to hold the strategic planning retreat on Sunday, August 16, 2020 from 12-5pm at the Oakwood Homes training room. The board will decide at the August 3 board meeting if the retreat will take place over zoom or remain in person. Jamie shared the outline of the strategic plan table of contents for board feedback.

The board voted and agreed to have Amy Schwartz, board chair, Kelly Leid, board vice chair, and Noel Harryman, treasurer, to be signers on The STEAD School bank account; signatories on STEAD checks.

Maura will draft a press release announcing Roberto Meza and Ashely DeLorenzo as STEAD's newest board members.

Jamie and Candace reviewed the board dashboard.

- Non-Committee items - NA.

### **Closing Items**

- Motion to adjourn the meeting by Amy at 7:32pm, Kelly agreed, and Miz seconded the motion. The board unanimously approved to adjourn the meeting.