



Governing Board

Meeting Minutes

Monday, September 14, 2020

6:00 – 8:00 pm

Oakwood Homes
4908 Tower Rd.
Via Zoom Meeting

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

Absent board members: Roberto Meza, Mizraim Cordero,

Staff members in attendance by Zoom: Candace Cheung, Jamie Prijatel, Kevin Denton

Absent staff members:

Other attendees: Andy Franco, Minga Education

Opening Items

- Amy called the meeting to order and declared a quorum at 6:03pm.
- Tim motioned to approve the 8/3/20 board meeting minutes as written; Noel seconded it.
- Board and staff members shared good news updates with each other.

Committee Updates

- Budget Scenarios- (Presented by Andy Franco) Follow-up from the August retreat Kevin has partnered with Andy Franco to share the work done. Revenue projections on 100% in-person students. Andy shared home school students are funded at 50% in the state of Colorado.

Scenarios with assumptions around staffing, a potential scenario for reduced headcount, added home schooling options, additional in-person student headcount to help balance the budget out.

Amy and Kelly are working on the Debt Services budget and these numbers will be coming soon.

Currently over budget, the budget scenarios do not account for additional donations and grants outside of Charter School Grant, this may already be tied into debt services calculations and want to prevent duplicate reporting.

Andy's recommendation is that the home school idea might be a better option in year 5 because the model would be proven and stable in our core focus if we can get to the end goal through one of the other scenarios.

Mizraim and Jason will review and will have decisions to help Kevin determine staffing plans and needs. Kevin and Board to begin reducing costs as the next task at hand and we are on a good path forward.

- Principal Update - Kevin has continued meeting with families to discuss the STEAD school in Reunion and the surrounding area. Working to produce handouts and formalizing the outreach and tools to do this over this next month. Starting to connect with potential staff and ask them for stipends to develop curriculums and then be considered as well as equipment lists.

Having a Board member at each of the orientation sessions will be important.

- Partnership Development, Capital Campaign (Fundraising) & Facilities - Weekly meeting with Oakwood Homes, Vectra bank, Kevin, Charter School Facilities Solutions, and David Bell. The purpose of these meetings to validate and verify the checklist. Working on budget estimates, title work, entitlement work for the project. Still targeting the end of this month for a closing and are on target for this.

The appraisal process is required for all 3 phases, challenges on this budget because later phases are not fully designed. Need to have the loan closed by the end of October so we can begin work on the building with Saunders.

Tim inquired about the launch of the Capital Campaign for Sept. 4th. Kelly advised we will not move forward with the Capital Campaign until the loan is closed.

Tim suggested a walk of the school site on Saturday 9/19/2020 after the scheduled “Coffee with Kelly.”

- Parent and Community Outreach/Marketing and Promotion - Kevin shared that he put out a welcome for families to reach out and he has been meeting with 1 family per week. Candace has done a refresh to the website to allow for some action items on the site (donation button and links for info sessions). Pitched the idea to the designer and will meet with her later this week to drive more action as well as hand-outs.

Info Sessions begin 1 week from tonight on 9/21/2020. Kevin will be presenting outside as well as virtual. These will occur twice a month until February when enrollment period closes.

Looking to put together an accelerator week and would like to have the board members attend at St. Vrain and CSU as well as some additional areas. Kevin and Candace will be putting this together for late September/early October and share additional details for the Board to participate.

Tim advised next steps for Kevin to meet the middle school principals and leadership group for 27-J and get them on-site. Kevin advised he does have a meeting next week with all of the 27-J middle school counselors.

Amy advised there is a new 27-J Charter School Liaison, Kenlyn Newman that Kevin has connected with and will be an advocate for us.

- Election - (Budget Scenarios moved to the beginning of the agenda)

Candace provided an update on the CCSP Technical Grant Assistance application. If the grant is received it is for 3 years which involves additional guidelines and requirements. The Board requirements include training and professional development throughout the entire 3-year period. The deadline for submitting the application is 10/15/2020 with final decision and approval by December.

The Board voted Ashley DeLorenzo in as the board secretary. Jason motioned to approve and Tim seconded the notion with all in favor.

Maura is taking the lead on the drafting of the inclusivity statement and welcomed involvement and ideas from the other board members to align with guiding principles and core values.

Candace spoke to the student recruitment on the board dashboard and the increase in additional interest forms.

- Non-Committee items -Jamie shared a link with notes from Day 1- TWG Annual Meeting for review.

Kevin will reach out as needed to help delegate small tasks to the Board and request a member be in attendance at each session.

Roberto will have a videographer at the ground breaking ceremony to share involvement with the Board.

Tim proposed resuming Board meetings in-person for the October 5th meeting with a zoom option, Roberto seconded this motion with all in favor. Amy will send updated information on location.

Closing Items

- Amy motioned to adjourn the meeting at 8:19pm; Kelly agreed. The board unanimously approved to adjourn the meeting.