



Governing Board

Meeting Minutes

Monday, November 8, 2021

6:00 – 8:00 pm

STEAD School
18521 Homestead Trail, Commerce City, CO 80022
Via Zoom Meeting

Board members in attendance: Amy Schwartz, Ashley DeLorenzo, Maura O'Neal, Tim Gallagher, Roberto Meza, Christopher Wildhagen, Charles Dukes and Kelly Leid

Absent board members: Jason McEldowney and Mizraim Cordero

Staff members in attendance: Candace Cheung and Kevin Denton

Absent staff members:

Other attendees: Andy Franco

Opening Items

- Amy called the meeting to order at 6:05pm and declared a quorum of the STEAD Board at 6:05pm
- Tim motioned to approve the 10/4/2021 board meeting minutes; Roberto seconded it and the board unanimously approved.
- The Board shared good news.

Committee Updates

- Principal/Launch Update-
 - Staff, Students and Families— Our first successful exhibition night was on October 14th, 2021. The staff decided to make changes to the daily schedule which has provided more routine and daily contact. Basketball starts on Monday November 15th for boys and girls. We have lost one guide but

converted a part-time team member into a full-time team member. The SAC and PAC teams will be working to plan the first school dance on Friday December 3rd, 2021. Kevin will let the board know if there are ways to help. December 16th is the next STEAD Exhibition night for the students.

- Procurement– High voltage is now working in the building (ie. PA system, security cameras, etc.).
 - Y2 Enrollment & Intent to Re-Enroll Forms – Kevin is working on these and will update with more in the next month
 - Y2 Staff Hiring- Kevin is building out the plan alongside our budget.
- Site & Facilities Development & Planning–
 - Phase I Construction status/close out— From dirt start to building open was completed in an 8-month time frame. We will have completed this with savings that are currently being tracked.
 - Phase II Planning & Financing (Fall 2022 opening)— Kelly and Amy will be meeting to collateralize the fund for this phase. We will be 2 months ahead of this past year on the building. The drawings for Phase II have been submit to the city and we are hoping for approval by the end of November with the goal to break ground before the end of 2021. Foundations are in for Soils & Seeds and the Greenhouse, all the material for the Greenhouse has been delivered. We are pending the permit from the city on the Soils & Seeds.
 - Cleaning & Snow Removal Contract—Amy entertained a motion to approve the Cleaning & Snow Removal Contract with the Reunion Metro District and Environmental Designs Inc. Tim motioned to approve, Charles seconded the motion and the board unanimously approved.
- Fundraising –
 - Capital—we need to raise \$250,000 by June 2022.
 - Operating—we need to raise \$150,000 by June 2022.
 - 27J Bond & Mill Levy Election 2021- With the Bond approval we will be working to include the funds to build The Barn next year. Saunders will be working to do a fast-tracked design and build to potentially break down next summer.
- Partnerships –
 - Candace shared that the CTE partnerships are at the forefront. Tyler, Candace, and Kevin are meeting to discuss the requirements to meet their CTE hours. Candace is working to setup partnerships and opportunities for the students to be working towards this.

- Candace has held conversations with MANNRs, Ardent Mills and others to discuss partnership needed to sustain the program. We are officially named as a partner to the NREL foundation and conversations are underway to discuss their support for transportation.
- Election-
 - Board Recruitment Strategy—Noel Harryman has stepped down from the board. Chris Wildhagen and Jason McEldowney both have seats that are up this year. There are a few board seats that we will need to bring in new prospects for. Amy has proposed the idea to Ronna Sanchez as a potential candidate for one of these sites. Amy will be working on a prospect list and send the recommendations to the election committee. We could benefit from financial services background and an attorney/legal background.
- Finance Committee-
 - September 2021 financial package- Amy shared the document that was also sent in the board packet. Andy Franco provided a high-level detailed review of the financial package. We will need to adjust the budget based on lower volume anticipated of student enrollment. The rate increase to the benefits for employees will be less than we anticipated for next year. Charles made a motion to approve the September 2021 Financial Package, Kelly seconded the motion and the board unanimously approved.
 - Financial Dashboard- This is in progress and will continue discussions on a monthly basis.
 - 5 Year Budget- This is in progress as we revise the first-year budget and our debt service plan.
- Transportation Committee—
 - Ongoing vendors & solutions for field trips & athletics- The transportation team is looking into the logistics of what is needed pending a solar passenger van partnership with NREL. The committee will meet going forward twice a month.
- DE&I Diversity Strategy Committee-
 - DEI Board Training—Amy will be working to get this rescheduled for a later date.
 - Looking ahead for next year recruiting & hiring practices

Non-Related Committee Items

Closing Items

- Tim motioned to adjourn; Charles seconded, and the board unanimously approved to adjourn the meeting at 8:03pm.