



L.C. Fulenwider Campus

Governing Board

Meeting Minutes

Monday, April 5, 2021

6:00 – 8:00 pm

Reunion Recreation Center
17910 E. Parkside Drive North
Via Zoom Meeting

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

Absent board members: Ashley DeLorenzo

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

Absent staff members:

Other attendees:

Opening Items

- Amy called the meeting to order at 6:06pm and declared a quorum of the STEAD Board at 6:06pm
- Tim motioned to approve the 3/1/2021 board meeting minutes; Roberto seconded it and the board unanimously approved.
- The board shared good news both personally and professionally.

Committee Updates

- Principal Update- Kevin shared the proposed academic calendar, there will be a week with the students starting prior to the building opening. They are brainstorming ideas for an immersion week during that time frame off campus. Kevin shared a document he has been

working on titled “Portrait of a Graduate” to assist with building out the competency based model.

Parent and Community Outreach/Marketing and Promotion – We are working through trying to get all of our registrations and enrollments completed for the incoming students. We have 160 out of the 175 student enrollment goal. Kevin is continuing to hold info sessions for interested parents and students. He shared the breakdown of enrollment demographics. We are above our target goals for our special populations students.

We had our first soil salvage event a week ago and we have a larger one coming up this week and into the weekend. Anyone that is interested in stopping by to help they will be at the Larimer Parking Garage from 8am-3pm.

Human Capital -The first training with the Guides will be taking place this upcoming week. We are at 12 of 15 Guides with offers out to 2 more and continuing to work on the last opening. We anticipate 14 of 15 onboard by the end of this week. We are going after some of the contract work needs that we will have.

Kevin shared one of the staff/guide intro videos and where they are being highlighted on the website. These videos can be found on the website and our youtube channel

We will be looking to get our Employee Handbook approved tonight so that we have this in place for getting all of our guides on board by April 15th. Amy shared the highlights of what the Employee Handbook covers, and that the policies and procedures have been removed.

Kelly moved to conditionally approve the Employee Handbook as presented, and it was seconded by Tim with unanimous approval from the board.

Amy entered a motion to approve the 2021 School Year Inaugural Annual Calendar, Tim moved to approve, seconded by Kelly and passed with unanimous approval from The Board.

With the interest of Lynelle Denton in the Office Manager role and her relationship to Kevin, Amy and Candace ran the process and interviewed Lynelle as one of six candidates. Through the process we intend to move forward with Lynelle Denton as a Part Time Office Manager in partnership with another person, Alexis Walker for the other role within the team. Minga will work to help us divide the roles on the back-end to keep our financial controls in place. Amy, as the President of The Board will be Lynelle’s direct supervisor.

- Site & Facilities Planning & Capital Campaign – Noel shared the highlights of the monthly project updates as well as what will be happening in the upcoming month. Noel discussed the snapshot document that the team received in regards to the phase one finance budget.

Kelly shared that they are starting discussions on phase 2 of the budget and will share this in the next month's meeting. Candace has been involved in helping with furniture equipment bids. We have 4 large furniture bid companies that we are talking to and hope to have proposals and decisions around the end of April.

We will begin to plan for a celebratory event for The Board and founding families when the final beam goes into place. The Board will be getting all of the hard hats out to The Board. Kelly proposed planning a tour of the site prior to the May Board Meeting.

Once all of the steel is here, this week, we will have a much better idea of the schedule but they have been having ongoing discussions and meetings. We did receive an email from a homeowner near the school to ask about fencing around the school, we will meet with him to walk him through the site and plan.

Moving forward Kelly will provide a Campaign Report. We have a lot of success on the operating side and feel good about the progress thus far. Kelly reminded that The Board can pledge both as a one time pledge or spread out, if you have questions, reach out to Kelly directly.

We have been approved for the CDE Startup Grant after our request for a second review.

Kelly shared that we will be rolling out packages with a level of focus on target giving (ie. Bee Program, Sports, etc.). We have a goal to sell 50 of the legacy brick bundles. For gifts \$10,000 or greater we will look to achieve board consensus on these partnerships. Kelly will send a list out of potential companies and organizations that the team can review and share any concerns or questions with a potential partnership. Kelly will be starting the conversations with Ardent Mills and Leprino Foods.

- Election- The Board retreat is set for June 26th, 2021. Jamie and Jim Ford have been working on the agenda. If there are any questions on the agenda that was sent out please let Jamie know.

Jamie will keep us posted on trainings that are required of The Board.

- Finance Committee- The Finance committee will consist of Amy, Noel and Minga Education will support the committee being launched. Jim Ford has also volunteered along with Shelby Clymer. This committee began meeting this month to monitor the Operating Budget. Next meeting, they will share our Finance Policy Handbook.

Non-Related Committee Items

- Kevin shared a food service update. Kevin has spoken and met with the Director of the School Nutrition program for District 14 and they are working towards a contract/terms sheet to partner with us.
- Candace asked for volunteers to help gather videos for a presentation to the New School Venture Fund.

Closing Items

- Next month we will plan to vote on the Finance Policies.
- Miz motioned to adjourn; Chris seconded, and the board unanimously approved to adjourn the meeting at 8:05pm.