



L.C. Fulenwider Campus

Governing Board

Meeting Minutes

Monday, June 7, 2021

6:00 – 8:00 pm

Oakwood Homes
15700 E. 112th Ave., Commerce City, CO 80022
Via Zoom Meeting

Board members in attendance by Zoom: Amy Schwartz, Noel Harryman, Maura O'Neal, Christopher Wildhagen, Charles Dukes, Ashley DeLorenzo and Kelly Leid

Absent board members: Jason McEldowney, Mizraim Cordero, Roberto Meza, and Tim Gallagher

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 6:04pm and declared a quorum of the STEAD Board at 6:05pm
- Kelly motioned to approve the 5/3/2021 board meeting minutes; Chris seconded it and the board unanimously approved.
- The Board shared good news

Committee Updates

- Principal Update-
Parent and Community Outreach/Marketing and Promotion – We are at 176 for student enrollment. There is a Student Recruitment Campaign, the link was shared with the meeting agenda. The Summer Events calendar has been updated and will be sent out with

the follow up items by Jamie. Asking that the Board members be in attendance for any of the events that they can.

Human Capital – We lost our School Counselor; Candace is working on following up with candidates and we have interviews scheduled. Our goal is to have this placed by the end of June. Kevin is working with a niche headhunter firm to help us with some of our hiring needs since 27-J is unable to support these needs. SRO meeting with the head of Youth Services for Commerce City to write up an agreement, this is not in the current budget.

We are working on job descriptions for Coaches and Athletic Coordinators. We will vote later on the agreement for Nursing Services with Children’s Hospital; they provide for all of 27-J and other districts in the area. We do not have a formal contract, but the agreement document holds the same information for us to sign off on. We will delay the vote until the contract is sent over.

Food Service – The contract has been shared with the meeting packet for review of The Board and to vote on. Kelly motioned to approve advancing the contract as presented in the board packet, Charles seconded the motion, and it was unanimously approved by The Board. Noel and Kelly will take on getting the equipment ordered.

Model Implementation Y1- Kevin let the Board know that he will be sharing priorities and reasonable expectations for us at the June retreat. This will involve discussing curriculum, transportation, accelerator weeks, etc. Monday 6/14 Kevin will be starting a parent series to begin answering the questions around curriculum.

Financial Contingency- We will be putting together an Operational fundraising opportunity to support some of the additional costs and fees. Candace will be working to pull together these pieces around what we need and creating a formal registry to allow for people to get that equipment into the school.

- Site & Facilities Planning & Capital Campaign – Kelly sent out the SII monthly report along with progress updates, these will now be sent every weekend in addition to the website postings. Kelly will be kicking off a video series this month showcasing behind the scenes of the work in real time. With the Saunders team they have developed a messaging plan that takes us through October. The substantial completion as of today for the facility is October 4th, 2021. School will still start on time and we will deliver this message to the families around the alternative plan for the first 5 weeks until the facility is completed. The first week will be off campus, we are working on space for the second week. The two weeks following will be at Adams County Fairgrounds, and we are

working for week 5 and the first week of October. The dates that we are working on will potentially be at the education hall at the National Western Stock Show Complex.

We are on track for the construction budget aligned with the pre-construction numbers with minimal change orders. We are meeting weekly with Saunders and the architects to solve and troubleshoot any problems as we go. Kelly is presenting tomorrow to the Charter bond committee to seek \$10.3 MM to allow for the building of the Barn, which is the only building not currently included in the budget.

The traffic signal at 104th and Walden will be installed and functioning by end of July. There will be an elevated walk at 106th and Walden installed in addition to other safety precautions.

Candace updated that they finalized and selected a local vendor for furniture purchasing, they are working on the final details of the quote and we should have this very soon. Candace will send the details of this in an email to the Board to review and ask questions.

Capital Campaign – Kelly shared the Capital Campaign Report with the most updated changes reflected in red. We will be starting the next phase around Pathway Partnerships Campaign. Charles, Roberto and Kelly met to shift focus on naming the campus buildings and focus on the Pathway Partnerships to deliver on equipment and other areas. Page 3 on the report highlights these categories and we will discuss further at the retreat. We will be launching the Brick Paver Campaign this month. The collectors pin and poster will be given to the students and faculty along with smaller donors.

Partnerships – Kelly sent two draft proposals and is working on a shared values memorandum to set expectations with any of our partners. A Platinum Partnership draft was sent for review of the Board to both JBS and CO Bank. The New School Venture Fund and Gates Foundation grants we will have more updates on at the upcoming retreat. We just submit to CO Succeeds and will discuss further over the next few months.

- Election-

June 26 Board Retreat Agenda- Jamie advised that this will be completed in the upcoming week.

STEADFest Committee – This will be an annual event that becomes the school's fundraiser around harvest team each year. Kelly is looking for a Board member to partner with him and gather founding families to participate. This will be focused on food,

fellowship, and celebration of the school. If anyone is interested, they can reach out to Kelly outside of the meeting.

- Finance Committee-

April 2021 financial package- This is the summary provided by our bookkeeper, this is an example of what you will be receiving going forward.

Review Y0 & Y1 Budget- Amy asked that the Board review and approve the revisions to the Y0 & Y1 Budget. The last budget that we approved that had revenue and expenses that were not on the School's books. In the Y0 Budget it now reflects the current revision of how we want to spend the Y0 CDE Startup Grant. The Y1 Budget is more finetuned to reflect actual salaries. On the PPR estimates we moved from 2nd worst to 18th which helped our reserve bounce back. With the revisions to Y1 Kevin will be moving from Build Strong's books to the School's books officially and his offer will be delivered to him. Amy also met with Kevin on his Y0 Performance and gave him an above target review.

Amy entertained a motion to approve a bundled consent vote including the April 2021 Financial Package and the Y0 & Y1 Budget Revisions. Kelly motioned to approve, Noel seconded the motion and the Board unanimously approved.

Non-Related Committee Items

- CCSP Grant Resolutions will name Lynelle Denton as the point of contact moving from Amy Schwartz currently, this is required by CDE.
- Child Internet Protection Act (CIPA)-this is standard, and we need this for our E-RATE Funding, this gives us reimbursement on our internet.
- Student School Fees Policy- We estimate that 2/3 of families will pay the fee and we were able to reduce the fee. The fee rate will be \$335, Kevin will be sharing this information and the fee schedule in the upcoming parent sessions.
- Amy entertained a motion to approve a bundled consent vote including the CCSP Grant Resolutions, STEAD CIPA policy , and Student School Fees Policy. Charles motioned to approve, Maura seconded the motion and the Board unanimously approved.

Closing Items

- Amy reminded the Board of the upcoming retreat and to be on the lookout for the agenda in the next week.
- Kelly motioned to adjourn; Charles seconded, and the board unanimously approved to adjourn the meeting at 8:07pm.