



Governing Board

Meeting Minutes

Monday, September 13, 2021

6:00 – 8:00 pm

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

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

Absent board members: Jason McEldowney and Mizraim Cordero

Staff members in attendance: Candace Cheung and Kevin Denton

Absent staff members: Jamie Prijatel

Other attendees:

Opening Items

- Amy called the meeting to order at 6:04pm and declared a quorum of the STEAD Board at 6:05pm
- Moved the approval of the August Meeting Minutes to the October meeting.

Committee Updates

- Principal/Launch Update- 156 Students currently enrolled and started, we did lose students before the start and one more student was lost during the retreat week. We are daily busing schools from the STEAD site to the Boys and Girls Club. Official schedules went out to students today. We have 2 volleyball teams and a soccer team and the soccer team's first game is this Friday 9/17/2021. Kevin will share the calendar with the Board for future awareness. Hoping to host one home game for volleyball and soccer at the Reunion Rec.

Center. We have not had any COVID cases, and the kids are wearing masks throughout the day.

Parent and Community Outreach/Marketing and Promotion – Does not believe additional marketing this year will be beneficial based on the start date of school compared to other schools in the area. We have 3 weeks until October 1st deadline to increase student enrollment to get closer to the 175 number. Candace will put it on the website as well as send it out to the constant contact list and Kevin will make an announcement as well. For next year we will need to be more intentionally focused on neighboring communities.

Human Capital – We currently have one coaching position open for a basketball coach. Our Soccer coach was also able to fill our foreign language need. The staff has started an adult soccer team.

Procurement- The information was sent over from CORD so that we can prioritize procurement and purchase small items. They are working with Office Scapes to provide furniture and backfill our needs.

- Site & Facilities Planning & Capital Campaign – Noel provided an update on food service and there will be a walk thru of the space the week of the 20th. The FRP is getting put on the wall this week and equipment will be placed later this week. Kelly sent out the SII monthly report along with progress updates. The ceiling grid is going in and the carpet will be started later this week along with tile work. Cabinet placement has started in the office and science prep rooms. The main focus is getting the power shifted on in the building as well as plumbing work. They are adding additional security to the perimeter of the site and the building. All the sidewalks are in along with the raised pedestrian crossing and they are working on paving the intersections. Saunders is engaging the city and state to ensure all the permitting is moving appropriately. We are on budget for Phase I and working towards Phase II planning. By the end of this week Kelly will provide an occupancy date to the Board.

Pending the Mill Levy and 27J bond election in November we could also potentially be underway on “the Barn” and Phase II next year.

- Fundraising –
Capital Campaign- We have received the majority of our capital pledges from the core group. We are in a place to launch the brick paver campaign and this will launch on October 1st this will be split between both Capital and Operating Campaigns.

Partnerships – A \$250K request is out to JBS for 5 years. We are prepared to submit a proposal to CoBank to be the founding partner of our STEAD Farms for \$500K over 5 years. We are working to get a proposal out to Ardent Mills in addition to PepsiCo to be the founder for our athletic program, as well as Leprino Foods. We will be inviting representatives to these entities for our October 1st event. As we transition with the school Candace will be leading more in the partnership space.

Operating Campaign-

27J Bond & Mill Levy Election – Amy shared the Board Resolution of Support for 27J Schools Mill Levy Override (5A) and Bond (5B) Ballot Questions for the 2021 November Election draft. Amy entertained a motion to approve, Kelly moved to approve, Charles seconded, and the board unanimously approved.

Amy proposed the best way to reach out to the families and Tim advised for us to add to the website as well as an additional constant contact list outreach.

- Election-

Amy advised that she will be resurfacing the doodle poll for the DEI Retreat since we have not been able to land on a date. She will also provide options for weeknight sessions if we cannot land on a weekend date.

We have 3 Board members whose terms are up at the end of the school year, so we need to be forward thinking about future potential Board members.

- Finance Committee-

The team is close to completing a monthly dashboard as well as a 5-year budget and cash flow analysis that will be shared with the Board. Amy previously sent out the July Monthly Financial Report for the Board to review. There are a few errors that Amy highlighted on the revenue being based on 175 students not 933 but the amount is correct and the reference to 21J vs. 27J. Minga will present on this quarterly the first month of each quarter at the Board meeting. Amy entertained a motion to approve the July financials as presented, Kelly moved to approve, Tim seconded, and the board unanimously approved.

- Transportation Committee- Moving forward 27J has been a viable partner when the schedule allows. Kevin asked that the committee study cost and data and bring a recommendation back to the board around utilizing 27J vs. owning our own transportation.

- DE&I Diversity Strategy Committee- Amy will work on getting the training organized and a solidified time. We are still working to get the inclusivity statement out on the website. Ashley will pull the committee together to vote on the revised statement and present at the next meeting.

Non-Related Committee Items

- Jamie will be moving on to a new FT opportunity but will still be supporting some close out projects.

Closing Items

- Kelly motioned to adjourn; Amy seconded, and the board unanimously approved to adjourn the meeting at 7:51pm.