



L.C. Fulenwider Campus

**Governing Board**

**Meeting Minutes**

**Monday, May 1, 2023**

**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, Cheyenne Watson, Jen Torres, Kelly Leid, Maura O’Neal, and Tim Gallagher

**Absent board members:** Sarie Patterson

**Staff members in attendance:** Amie Weldy, Candace Cheung, Dain Holland, and Michelle Oray

**Absent staff members:**

**Other attendees:** Andy Franco, and Shannon Gossard

**Opening Items**

- Amy called the meeting to order at 6:01pm and declared a quorum of the STEAD Board at 6:01pm
- Kelly motioned to approve the board meeting minutes from 4/3/2023, Jen seconded it and the board unanimously approved.

**Committee Updates**

- Public Comment- N/A
- Principal Update-
  - Y3 Enrollment— 122 out of 130 seats incoming 9<sup>th</sup> graders, 121 of 130 seats 10<sup>th</sup> graders, 138 out of 150 seats 11<sup>th</sup> graders.

- Y3 Staff Hiring— We do not have any vacancies on our current team. We have panels tomorrow Tuesday 5/2/2023 and we hope to conclude our hiring.
- Data Dashboard—Amie shared the link for review. Amie is wrapping up staff observations, and they are preparing for formal conversations with the staff this month. The State of STEAD is coming up on the 9<sup>th</sup> to discuss with the community. We have our last exhibition night on Thursday May 18<sup>th</sup>. We will have founders' day again on the last day of school with some fun events.
- Adams 14 is restructuring their food service and will not be continuing with us and 27-J is unable to assist as well. Amie met with different options to become food independent, and we are working on a contract with CSI (Charter School Institute). They would handle all our reimbursements with the government programs. Effective next year all our students will have free meals and we receive reimbursements from the state. This will allow for more autonomy on what we feed our students. This will also allow for exposure for our students in the Food Science class to assist.
- CSSI Site Visit Review-We have a preliminary report based on the review of the CCSP grant that was given to us for Year 0-Year 3. There are areas of yellow, green, and red. The red areas were in continuous improvement and strategic planning. We are in conversation with CO League of Charters on strategic planning training for the Board. There were a lot of positives around our professional development and learning of the staff. We have a very engaged community/families and opportunities to increase rigor/engagement. The section around Board governance is focused on tightening areas of documentation and professional development.
- Site & Facilities Development & Planning—
  - We are working through minor issues with Building A from Phase I; otherwise, all the other outstanding issues are completed. Building B from Phase II we are working on warranty items but overall, the building is completed. We do have some additional signage going up over the summer.
  - Phase III Construction Update— Kelly shared pictures of the current state of construction. We are tracking on time and on budget for Building C. We are building a construction greenhouse in the place of where the Annex building was going to be. This will be funded through the 27-J bond dollars also.
  - Phase IV Planning& financing options—The Barn was originally attached to classroom space; Kelly shared a new plan for a welcome center (Annex) that will be separate from the academic buildings. Next to this would be the Barn as well as stables. We have a potential plan with RBC to take out the current debt with CFS and Vectra as well as an additional 2MM in financing. Kelly will be presenting something to the finance committee August/September of this year.

- Fundraising & Partnerships –
  - We have a few asks out including the School Counselor grant which we should know by 6/14. We have an additional ask to Senators Bennet and Hickenlooper for \$2M for the Barn/Phase IV. By the June meeting we should also know on the Opportunity Now Seed Funding. Candace has been working on 2 proposals for \$25K to the Department of Agriculture to support our students going to the stock show and another agriculture request.
- Election
  - Board Retreat dates—July 8th
  - Board Changes & Recruitment—Our bylaws have 11 seats which puts us down 3 members. We will be looking to put a recruiting message out to parents/families. Our opportunities are in legal, finance/banking, industry, and charter school experience. Ashley will work to draft an announcement for us to distribute and recruit new members.
- Finance Committee-
  - Cheyenne will be taking on the finance committee in Alex’s departure. We are working on the board training, integration of the Building Corp and reviewing of the budget.
  - 990 Filings & Hoelting Contract for FY 23 Audit— we are still working on filing these for the first two years, once we have these a draft will be submitted. We received an engagement letter from Hoelting to engage with them for our 2<sup>nd</sup> audit and have agreed to do so. Tim motioned to approve The Finance committees recommendation that we execute the engagement letter from Hoelting for our 2<sup>nd</sup> audit, Jen seconded and the board unanimously approved.
  - CSI Food Service Contract —Tim moved to give Amie Weldy and Amy Schwartz authority to approve the CSI Food Service Contract and we will affirm this at the June Board meeting, Kelly seconded, and the Board unanimously approved.
  - Supplemental Budget 22-23—Amie and Shannon shared the changes in the Supplemental Budget; Amy motioned to approve the presented supplemental budget for 22-23; the board unanimously approved.
- DE&I Diversity Strategy Committee—Jen did a training with our staff and students which will help us drive where we go next. Candace and Amie shared the positive feedback from the students and staff.
- Other Business—
  - SAC Report—We do not have any additional information to go over. The student received 92% response and the staff received 100%. The parent surveys are still

low, but we plan to push this further at exhibition night. The reports will be available for the June Board meeting.

**Closing Items**

- Amy entertained a motion to adjourn, Kelly motioned to adjourn; Jen seconded, and the board unanimously approved to adjourn the meeting at 7:48pm.