**John Brendza, Education & Non-Profit Leadership Consultants Ltd.**

**Stargate Board Proposal**

**Key activities or materials proposed…**

**Get to know Stargate (SS) - 1-1.5 hours**

* General review of SS’s history, core values, mission and vision.
* Examine current governance, academic and operational structures.
* Review current key board policies and documents (Articles of Incorporation, Authorization Contract, Bylaws, Organizational Charts, Leadership/Board Job Descriptions)
* Review current financial oversight processes and budget.
* Review current strategic plan and key performance indicators.
* Assess current School Performance Frameworks (SPF) from authorizer.

**Conduct board/leadership interviews (questions tbd) - 2 hours**

* Board President (and/or other key board members)
* Executive Director
* Develop 1-4 questionnaire (pertaining to the current leadership structure/practices) for all board and school leadership team members to complete
* Develop key themes identified from interviews/question responses.

**Conduct a situational analysis - 2-3 hours**

* Board work session – conduct a SWOT (strengths, weaknesses, opportunities and threats) regarding the current leadership structure and what board and staff members perceptions/thoughts are moving forward. This activity would include all board members, the executive director and key leadership members. Separate sessions would be held for board and ED vs. staff/faculty.
* Review most recent school surveys completed by parents and staff. Consider if conducting additional surveys to assess staff/faculty and parents’ perceptions.
* Identify key themes, root causes and applicable steps moving forward.

**Research and comparisons of like size charter schools - 2-3 hours**

* Identify similar size charter schools to compare/evaluate current leadership organizational structures and considerations for SS moving forward.
* Examine and identify best practices in public school organizational structure. This would include charter schools and traditional school districts (particularly those with similar enrollment numbers).
* Identify key public school labor market indicators and projections if applicable.

**Development of final report and recommendations – 2-3 hours**

* Executive leadership structure and the board supervision model.
* Leadership organizational structure, job descriptions and best practice recommendations for board and executive director leadership.
* Recommendations for implementation and next steps.

**Relevant consultant experience…**

* Recognized educational leader who helps school districts and institutions to understand the complexity of public education systems and how to make them work within the means of their individual programs.
* Served for 8 years as the School Support Liaison for the Colorado Charter School Institute. Responsibilities included: leadership development for school boards and leadership teams; governance review and training for charter school boards; strategic planning for charter school boards; trouble-shooting charter schools with governance and/or leadership challenges, in the institute’s 40+ authorized schools.
* Senior consultant with the Colorado Charter School Institute since 2016. Responsibilities included: leadership development for school boards and leadership teams; governance review and training for charter school boards; strategic planning for charter school boards; trouble-shooting charter schools with governance and/or leadership challenges, in district authorized charter schools throughout Colorado.
* Independent, public school leadership consultant who has worked with numerous schools/districts for leadership development, systemic change and alternative compensation structure development.
* Headmaster of Stone Creek Charter School 2009-2016.
* Superintendent of Eagle County Schools 2003-2007. Additionally served as assistant superintendent, principal and teacher for Eagle County Schools.

**Expected number of hours…**

* 12-14 max @ $150/hour

**Expected start date…**

* October-November 2024