

STEM School Highlands Ranch DCSD Non-Automatic Waiver Request Template

Use the template below to list the *non-automatic waiver(s)* from policy and rule and the related replacement plans that the charter school is requesting.

Contact Information
School Name: STEM School Highlands Ranch
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Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan
Policy Citation and Title: DB Annual Budget 08.20.19 DB R Annual Budget (SBB Model) Regulation 08.20.19
Rationale: STEM School Highlands Ranch has its own guidelines for Budget, including those from the Board and those from the Bond holders through our financing. State regulations such as Tabor are still met. Expenditures not incurred over the Board appropriated amount each year.
Replacement Plan, Process or Policy Link: These policies are governed by the STEM School Highlands Ranch Board of Directors and follow the Financial Controls and Policies in place as evidenced in the STEM Financial Controls Policy (Process and Management of Budget, pg. 1-3).

Financial Impact:

The school anticipates that the requested waivers will have no financial impact on the Douglas County School District. STEM School Highlands Ranch will operate within its own budget.

How the Impact of the Waivers will be evaluated:

STEM School Highlands Ranch will complete the annual audit which aligns to the Douglas County School District and Colorado State Statutes.

Expected Outcome:

As a result of these waivers, the school will be expected to implement the necessary policies needed with respect to the district policy.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan**Policy Citation and Title:**

[DFA Cash Management and Investment Policy 03.05.19](#)

[DFA-R Cash Management and Investment Regulation 03.05.19](#)

Rationale:

STEM School Highlands Ranch has its own guidelines for Budget, including those from the Board and those from the Bond holders through our financing. State regulations such as Tabor are still met. Expenditures not incurred over the Board appropriated amount each year. STEM School Highlands Ranch Board of Directors has the authority to determine investments of school funds, within the guidelines of CDE and Bond Finance.

Replacement Plan:

These policies are governed by the STEM School Highlands Ranch Board of Directors and follow the Financial Controls and Policies in place as evidenced in the [STEM Financial Controls Policy](#) (Section 3, Management Policies, pgs 3-4).

Financial Impact:

The school anticipates that the requested waivers will have no financial impact on the Douglas County School District. STEM School Highlands Ranch will operate within its own budget.

How the Impact of the Waivers will be evaluated:

STEM School Highlands Ranch will complete the annual audit which aligns to the Douglas County School District and Colorado State Statutes.

Expected Outcome:

As a result of these waivers, the school will be expected to implement the necessary policies needed with respect to the district policy.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan

Policy Citation and Title:

[DG Banking Services Deposit of Funds Authorized Signatures and Check Writing 08.16.16](#)

[DG-R Banking Services \(and Deposit of Funds\) Regulation 08.04.16.](#)

Rationale:

STEM School Highlands Ranch has its own guidelines for banking services. STEM School Highlands Ranch is responsible for its own fiscal management and policies.

Replacement Plan:

These policies are governed by the STEM School Highlands Ranch Board of Directors and follow the Financial Controls and Policies in place as evidenced in the [STEM Financial Controls Policy](#) (Section 3, Management Policies, pgs 3-4).

Financial Impact:

The school anticipates that the requested waivers will have no financial impact on the Douglas County School District. STEM School Highlands Ranch will operate within its own budget.

How the Impact of the Waivers will be evaluated:

STEM School Highlands Ranch will complete the annual audit which aligns to the Douglas County School District and Colorado State Statutes.

Expected Outcome:

As a result of these waivers, the school will be expected to implement the necessary policies needed with respect to the district policy.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan

Policy Citation and Title:

[DH Bonded Employees and Officers 12.03.02](#)

Rationale:

STEM School Highlands Ranch has its own guidelines for banking services. STEM School Highlands Ranch is responsible for its own fiscal management and policies. STEM School Highlands Ranch has adopted its own insurance policy for Risk Management. Guidelines of the law are covered in this policy.

Replacement Plan:

These policies are governed by the STEM School Highlands Ranch Board of Directors and follow the Financial Controls and Policies in place as evidenced in the [STEM Financial Controls Policy \(Section 5, Internal Controls, pg. , & Section 6, Conflicts of rest pg. 11\)](#).

Financial Impact:

The school anticipates that the requested waivers will have no financial impact on the Douglas County School District. STEM School Highlands Ranch will operate within its own budget.

How the Impact of the Waivers will be evaluated:

STEM School Highlands Ranch will complete the annual audit which aligns to the Douglas County School District and Colorado State Statutes.

Expected Outcome:

As a result of these waivers, the school will be expected to implement the necessary policies needed with respect to the district policy.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan

Policy Citation and Title:

[DID Capital Asset Reporting and Inventories 06.05.12](#)

Rationale:

STEM School Highlands Ranch has adopted Capital Asset Reporting and Policies based on the most recent GASB reporting requirements. These policies could possibly be in line with DCSD however there may be minor modifications.

Replacement Plan:

These policies are governed by the STEM School Highlands Ranch Board of Directors and follow the Financial Controls and Policies in place as evidenced in the [STEM Financial Controls Policy](#) (Section 2, Asset Protection Policy, pgs. 2-3).

Financial Impact:

The school anticipates that the requested waivers will have no financial impact on the Douglas County School District. STEM School Highlands Ranch will operate within its own budget.

How the Impact of the Waivers will be evaluated:

STEM School Highlands Ranch will complete the annual audit which aligns to the Douglas County School District and Colorado State Statutes.

Expected Outcome:

As a result of these waivers, the school will be expected to implement the necessary policies needed with respect to the district policy.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan

Policy Citation and Title:

[DJ District Purchasing 08.20.19](#)

[DJ-R Purchasing Procedures 01.23.06](#)

[DJA Purchasing Authority 09.04.19](#)

[DJC Petty Cash 01.23.06](#)

Rationale:

STEM School Highlands Ranch retains the responsibility to award and reject all competitive bids for materials, services, and /or services based on STEM School Highlands Ranch's own purchasing policies.

Replacement Plan:

These policies are governed by the STEM School Highlands Ranch Board of Directors and follow the Financial Controls and Policies in place as evidenced in the [STEM Financial Controls Policy](#) (Section 3. Management Policies, pgs. 4-5)

Financial Impact:

The school anticipates that the requested waivers will have no financial impact on the Douglas County School District. STEM School Highlands Ranch will operate within its own budget.

How the Impact of the Waivers will be evaluated:

STEM School Highlands Ranch will complete the annual audit which aligns to the Douglas County School District and Colorado State Statutes.

Expected Outcome:

As a result of these waivers, the school will be expected to implement the necessary policies needed with respect to the district policy.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan**Policy Citation and Title:**

[DJE Bidding Procedures 09.04.19](#)

[DJG-DJGA Vendor Relations, Sales Calls and Demonstrations 01.23.06](#)

[DK Payment Procedures 01.18.05](#)

Rationale:

The STEM School Highlands Ranch Governing Board will retain the role of establishing bid/proposal terms and conditions that govern all procurement transactions. Monitoring and accepting any vendor relations will be the sole responsibility of STEM School Highlands Ranch.

Replacement Plan:

These policies are governed by the STEM School Highlands Ranch Board of Directors and follow the Financial Controls and Policies in place as evidenced in the [STEM Financial Controls Policy](#) (Section 4, Accounting Policies and Procedures, pg. 5-8) .

Financial Impact:

The school anticipates that the requested waivers will have no financial impact on the Douglas County School District. STEM School Highlands Ranch will operate within its own budget.

How the Impact of the Waivers will be evaluated:

STEM School Highlands Ranch will complete the annual audit which aligns to the Douglas County School District and Colorado State Statutes.

Expected Outcome:

As a result of these waivers, the school will be expected to implement the necessary policies needed with respect to the district policy.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan**Policy Citation and Title:**

[DKA Payroll Procedures-Schedules 12.13.94](#)

[DKC Employee Expense Authorization 08.28.16](#)

[DKC-R-1 Employee Expense Reimbursement Mileage Tolls and Parking 08.28.16](#)

[DKC-R-2 Employee Expense Reimbursement Travel Without Students 08.28.16](#)

[DKC-R-3 Employee Expense Reimbursement Travel With Students 08.28.16](#)

Rationale:

STEM School Highlands Ranch does not purchase DCSD Business Services for this process and hereby retains all responsibilities for payments.

Replacement Plan:

These policies are governed by the STEM School Highlands Ranch Board of Directors and follow the Financial Controls and Policies in place as evidenced in the [STEM Financial Controls Policy](#) (Section 4, Accounting Policies and Procedures, pg. 5-7) .

Financial Impact:

The school anticipates that the requested waivers will have no financial impact on the Douglas County School District. STEM School Highlands Ranch will operate within its own budget.

How the Impact of the Waivers will be evaluated:

STEM School Highlands Ranch will complete the annual audit which aligns to the Douglas County School District and Colorado State Statutes.

Expected Outcome:

As a result of these waivers, the school will be expected to implement the necessary policies needed with respect to the district policy.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan**Policy Citation and Title:**

[DN School Properties Disposal Procedure 09.03.19](#)
[DN-R Property Disposal Procedure Regulation 07.15.14](#)

Rationale:

STEM School Highlands Ranch retains responsibility to establish procedures for disposal of the school's real property.

Replacement Plan:

These policies are governed by the STEM School Highlands Ranch Board of Directors and follow the Financial Controls and Policies in place as evidenced in the [STEM Financial Controls Policy](#) (Section 2, Asset Protection Policy, pg. 3-4).

Financial Impact:

The school anticipates that the requested waivers will have no financial impact on the Douglas County School District. STEM School Highlands Ranch will operate within its own budget.

How the Impact of the Waivers will be evaluated:

STEM School Highlands Ranch will complete the annual audit which aligns to the Douglas County School District and Colorado State Statutes.

Expected Outcome:

As a result of these waivers, the school will be expected to implement the necessary policies needed with respect to the district policy.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan**Policy Citation and Title**

[EBCE School Closings and Cancellations 09.02.03](#)

Rationale:

STEM School Highlands Ranch implements a Virtual Day policy, in lieu of Delayed Start Days called by DCSD. This policy was implemented due to the transportation needs of the community. With a large percentage of staff and families living outside of the immediate school boundaries, a virtual day policy was adopted.

Replacement Plan:

This policy aligns with DCSD policy with regards to the safety of students when traveling in inclement weather. This policy aligns with the mission and vision of the school and ensures stability of student learning and achievement. This policy is communicated on the website and in the Parent/Student Handbook on page 10.

[Parent/Student Handbook](#)

Financial Impact:

STEM School Highlands Ranch anticipates that the requested waivers will have no financial impact upon the Douglas County School District or the school.

How the Impact of the Waivers Will be Evaluated:

The impact of this waiver will be measured by the performance criteria and assessments that apply to STEM School Highlands Ranch.

Expected Outcome:

The school expects that as a result of this waiver it will be able to implement its curriculum and ensure that students meet the educational standards of the school.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan

Policy Citation and Title

[IC_ICA School Year_School district Calendar_Instructional Time 8.18.2020](#)

Rationale:

The days allotted for each school year at STEM School Highlands Ranch will exceed the current requirement in state statute. STEM School Highlands Ranch will prescribe the actual details of its own school calendar to best meet the needs of its students. The Douglas County School District will not set these policies and STEM School Highlands Ranch will have a calendar that differs from the rest of the schools within the district.

STEM School Highlands Ranch will prescribe the actual details of teacher-pupil contact hours to best meet the needs of students. The Douglas County School District has granted to the Board of Directors of STEM School Highlands Ranch the authority to determine teacher-pupil contact hours within Colorado required attendance rules for schools.

Replacement Plan:

The final calendar and the school's daily schedule will be designed by STEM School Highlands Ranch and will meet or exceed the expectations in state statute. STEM School Highlands Ranch requests that the waivers be for the duration of its contract with the Douglas County School District.

STEM School Highlands Ranch will prescribe the actual details of teacher-pupil contact hours instead of the Douglas County School District's Board, and hours will meet or exceed current requirements in statute. STEM School Highlands Ranch requests that the waiver be for the duration of its contract with the Douglas County School District.

Financial Impact:

The school anticipates that the requested waivers will have no financial impact on the Douglas County School District or STEM School Highlands Ranch.

How the Impact of the Waivers Will be Evaluated:

The impact of these waivers will be measured by the performance appraisal criteria and assessments that apply to the school, as per this Charter School Agreement.

Expected Outcome:

As a result of these waivers, the school will be able to implement the necessary policies to increase student achievement.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan

Policy Citation and Title

[IKF Graduation Requirements 10.18.16](#)

Rationale:

STEM School Highlands Ranch follows the majority of the Graduation Requirements policy. There are minor areas in which the school exceeds the graduation requirements with regards to the credits specifically related to the school's vision and mission, in particular related to course credit requirements in STEM fields.

Replacement Plan:

STEM School Highlands Ranch Graduation Requirements meet and exceed the district's requirements and expectations. This policy is posted in the Academic Planning guide and in the Parent Student Handbook, Section: Curriculum, Instruction, and Accountability, on page 23 .

[Parent/Student Handbook](#)

Financial Impact:

STEM School Highlands Ranch anticipates that the requested waivers will have no financial impact upon the Douglas County School District or the school.

How the Impact of the Waivers Will be Evaluated:

The impact of this waiver will be measured by the performance criteria and assessments that apply to STEM School Highlands Ranch.

Expected Outcome:

The school expects that as a result of this waiver it will be able to implement its curriculum and ensure that students meet the educational standards of the school.

Non-Automatic Waivers: Policy Description and Rationale and Replacement Plan

Policy Citation and Title

[JICA Student Dress 09.15.20](#)

Rationale:

STEM School Highlands Ranch aligns very closely with the DCSD Student Dress policies. The school has found, based on student culture survey data and feedback, that student voice is imperative in decision making processes. With student and staff input, the new policy was developed.

Replacement Plan:

The modified student dress code policy aligns with the mission and vision of the school, along with the Strategic Plan Goal related to student leadership. This policy is found in the Parent/Student Handbook on page 26.

[Parent/Student Handbook](#)

Financial Impact:

STEM School Highlands Ranch anticipates that the requested waivers will have no financial impact upon the Douglas County School District or the school.

How the Impact of the Waivers Will be Evaluated:

The impact of this waiver will be measured through an analysis of the Student Culture Survey.

Expected Outcome:

The school expects that as a result of this waiver it will be able to implement its focus on building school culture and student voice.