

**STEM School
Board of Directors Meeting**

January 3, 2017
5:30pm – 7:30pm
High School Commons

8773 Ridgeline Blvd. | Highlands Ranch, CO | 80129

MINUTES

I. Call to Order

i Roll Call

Meeting called to order at 5:34 p.m.

Board Members: Rudy Lukez, Roy Martinez, Tracy Scroggins, Mark Alpert, Nicole Smith (phone)

Staff: Dr. Penny Eucker, Leanne Weyman

One community member and one parent.

ii Pledge of Allegiance- Roy Martinez

II. Reading of the mission statement

Tracy recited the mission statement.

III. Review and approval of previous board meeting minutes

Roy Martinez moved to approve. Rudy Lukez seconded the motion. All in attendance approved.

IV. Executive Director's report

i Recent accomplishments and events

ii Budget report

iii Enrollment status and projections

iv Financial status and projections

Dr. Penny Eucker presented the report. See attached.

The girls team in middle school moved on in competition. The fees were waived because they were amazed that we entered an all girl team. Eighth grade engineer students had a blurb in the newspaper. Kindergarten and high school music were on Channel 9. Fifth grade students used an earthquake table to test gingerbread houses. The Keystone Science School was a blast for the sixth grade students. Royal Wealth Management visited the Financial Literacy classes. STEM holiday party about 160 attended.

Multiple visits:

- December 12th- Norcross, GA
- December 13th- Surprise, AZ
- December 14th- Space Foundation
- December 15th- Manuel Leadership team

Re-Branding:

- Task force meets on January 10th
- Final presentation to board to be scheduled
- Contract to redesign the site

K-1 Playground

- Work began over break
- Trash enclosure almost complete
- Ready by the end of February
- Play area filled in with woodchips from a STEM family donation

Budget/Financials

- All metrics in projected range
- 2015-2016 audited financials completed and uploaded to CDE
- 2017-2018

Enrollment

- Limited by classroom space
- Attrition rate for 2017-18 is 2% with some grades at 0%

Nathan Yip Foundation

- Bring STEM-inspired instruction to rural communities
- Site visit on Friday, January 6th to Cortez
- Synchronous learning between classrooms across the miles

CareerWise

- Developing MOU for our partnership
- Placed in paid apprenticeships next fall
- Multiple businesses and skills to match student interest

It's a STEM Thing

- Children's Hospital sponsored
- January 11th at school

Challenge Grant-

\$5k toward the playing field and basketball court if the board will meet the challenge. Take the challenge to the STEM Community for each class of 25 to pledge \$5k.

STEM students on the move...end with a slide of students from Keystone Science School.

V. SAC update

- Shout out to SAC.
- Will be present at the February meeting.

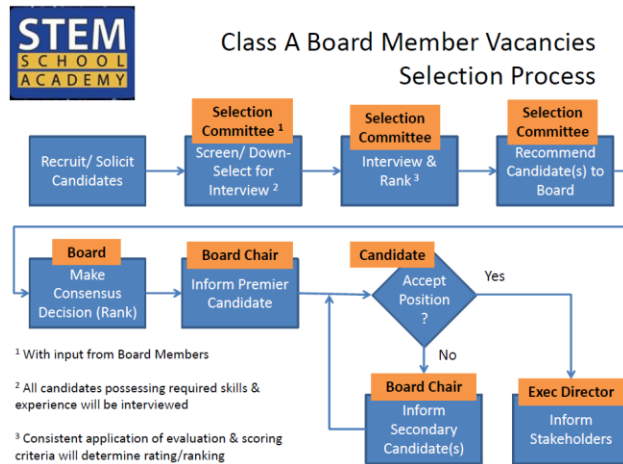
VI. D1 Sports/Panorama – Martinez

- Review the contract from D1. Mark or Dr. Eucker will receive approval. \$10k per month for the remainder of the school year. \$50k for the rest of the year. Five free memberships for staff members. Rudy asked for a clarification point for an end date. They will not charge extra for basketball. Two events. Included all PE students, instead of originally only 300.
- Rudy will move to accept contract per dates set in place and the grammar/punctuation. Tracy seconded and all agreed.

VII. Process for Appointing Class A Members – Update

- Dates have been modified.
- Three Class B terms are ending in May.
- Dr. Eucker will address the topic in her newsletter this Thursday, January 5th.
- Pitch the member positions at the next SAC meeting.
- Between now and January 13th- draft of items to discuss.
- Add room during the public comment section of next month's BOD meeting.
- Nicole asked to add a commitment section to define the amount of time that will be expected from the member.
- The process needs to be included in the minutes.
- 01/06/17 newsletter
<http://campaign.r20.constantcontact.com/render?m=1121910300711&ca=2eb8d780-cd27-4925-98f0-e618db5f5b5c>
- 01/06/17 newsletter Class A position announcement
<https://docs.google.com/document/d/1rv9MkSOgyPnjbzjvJy0cNdZR59BFAM92aSgBD8B1reM/edit>
- Class A position description
<https://drive.google.com/file/d/0B3TF02kkFPffbTViTFJaM25XNnhONGU2OEs0Y09LaXVlcW9J/view>

- Class A member application
<https://drive.google.com/file/d/0B3TF02kkFPffV3BOMXJNV21YnJIS01kS2c2Y0NR/WVpLcm9B/view>
- Class A member selection process – slide from Scroggins PowerPoint for presentation to SAC and STEP



- Plan will be finalized the 13th of January.

VIII. Basic BOD Roles and Responsibilities

- Slides from Scroggins PowerPoint for presentation to SAC and STEP



Responsibilities of STEM School Board

- Determine the School’s mission and purpose and ensure adequate resources to fulfill the mission and purpose (including fund raising)
- Select and support the School leader and assessing performance
- Ensure effective organizational planning, proper financial oversight and legal and ethical integrity and maintaining accountability
- Enhance the School’s public standing
- Recruit and orient new Board members and assessing Board performance
- Determine, monitor and strengthen the School’s programs and services



Board Roles & Responsibilities

Responsibilities	Time and Attention
Governance - Mission - Values - Goals - Organizational Health and Viability - Survival	Board's Decisions <i>Administrator Advises</i>
Partnership - Strategic Planning - School Evaluation - Finance Policies - Enrollment - Employment Terms	Shared Decisions: Board and Administrator
Operational - Staffing - Program Management - Internal Systems	<i>Board Advises</i> Administrator's Decisions



Responsibilities of Individual Board Members

- Be an active ambassador for the values, mission and vision of STEM School and Academy
- Be informed about the School's mission, services, policies, and programs
- Work with fellow Board members to fulfill the obligations of Board membership
 - Prepare for and attend all Board and Committee meetings and functions
 - Keep informed about the School and its issues
 - Serve on committees or task forces and offer to take special assignments
 - Keep up-to-date on developments in education and charter school issues
 - Assist the Board in carrying out its fiduciary responsibilities

Expect 5 to 20 Hours/Month Committed to Board Business



Responsibilities of Individual Board Members, cont.

- Behave in ways that clearly contribute to the effective operation of the Board of Directors
 - Focus on the good of the organization and group
 - Support Board decisions once they are made
 - Participate in an honest appraisal of personal performance, and that of the Board
 - Build awareness of and vigilance toward governance matters
- Actively participate in one or more fundraising event(s) annually
- Use personal and professional contacts and expertise for the benefit of the STEM School and Academy
- Give an annual financial contribution at a level that is personally meaningful
- Commit to continuous improvement through annual self-evaluation and ongoing professional development

IX. Athletic letters

- There is a process for receiving letters. Three girls on the boys' team for soccer. Only one girl received the letter and the other two did not. Dr. Eucker met with the coaches over the lettering. Parent would like to see the outcome with the coaches meeting that Cody has.
- The process of lettering needs to be clearly defined.

X. Public Comment

- Parent discussed lettering. Her students are very involved academically at STEM.

XI. Planning Session – January 13th - Lukez to draft agenda

- Typed page of topic areas surrounding marketing and branding distributed.

XII. Adjourn Public Session

Roy Martinez motioned to adjourn. Tracy and Rudy seconded. All in attendance approved. Meeting adjourned at 7:30 p.m.

XIII. Convene executive session to discuss personnel related issues

The Board may vote to recess into executive session pursuant to §24-6-402(3)(a)(II), C.R.S., to confer with the school attorney, in order to receive legal advice or concerning pending and/or imminent litigation and pursuant to §24-6-402(3)(a), C.R.S., and pursuant to §24-6-402(3)(b) for personnel matters.



Report to the Board of Directors January 3, 2017

P.J. Eucker PhD
Executive Director

Thank You!!!

- The STEM School and Academy is profoundly thankful to our Board of Directors for 2016.
- We added five grades to become K-12.
- We now employ 157 faculty and staff.
- With your governance, we continue our ascent to the most innovative and highest scoring school in Colorado.

Thank You

Celebrations!

- Cyber Patriot Students in middle and high school advanced to the next level. Winning teams will be invited to the national competition with all expenses paid.



Denver Post Hub Story

Eighth Grade Engineering Students Propose Urban Design in Douglas County

Posted by dgilwa on December 16, 2016 in Douglas County | 64 Views | Leave a response

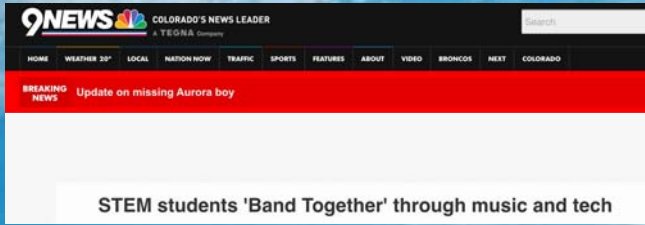
Eighth grade engineering students from the STEM School and Academy spent the end of this semester developing urban planning proposals for the undeveloped parcel of land to the west of the school.

Their teacher, Margelly Beltran-Nieves, challenged the students to begin with a study of their home areas, taking pictures of where they live and understanding the zoning elements and environment that make their cities work.

Kinders coding on Channel 9



High School Music on Channel 9



5th Grade Earthquake Table



Spanish Honor Society Dinner



6th grade Keystone Science School



STEM 6th graders are learning and having lots of fun at Keystone Science School

Royal Wealth Management

- Visited our Financial Literacy classes
- Student presentations
- Learning from experts

STEM Staff Ugly Sweater Contest



STEM Party

- Attended by 160 staff, board and friends of STEM
- Holiday cheer, dinner and dancing!
- A STEM tradition to thank our extensive team for supporting our school

Multiple Visits to STEM

- December 12- Norcross, Georgia
 - The mayor and his team
- December 13- Surprise, AZ
- December 14- Space Foundation
- December 15- Manual HS, DPS

Re-Branding Update

- Several discovery events have been completed
- Task Force meets on January 10 for summary
- Final presentation to the board to be scheduled
- Meanwhile, we have contracted to redesign our website and will incorporate the new brand once final

K-1 Playground Update

- Work began over winter break
- Trash enclosure almost complete
- Playground should be ready to use by the end of February
- Current play area had a truckload of wood chips spread to cover the mud- courtesy of a STEM family

Budget/ Financials

- All metrics in projected range
- 2015-2016 audited financials completed and uploaded to CDE
- 2017-2018 projections dependent upon enrollment which is dependent upon securing an additional 8-12 classrooms

Enrollment

- Enrollment in 2017-2018 limited by classroom space
- Attrition rate for 2017-18 is 2% with some grades at 0%
- Peak wait is 6th grade with 285 students unable to enroll in 2017 due to space constraints

Nathan Yip Foundation

- Selected to partner with the foundation to bring STEM-inspired instruction to rural communities
- Partnership begins this week with a site visit to Cortez
- Synchronous learning between classrooms across the miles

CareerWise

- Developing the MOU for our partnership
- Students will be placed in paid apprenticeships next fall
- Multiple businesses and skills to match to our students' interests

It's a STEM Thing

- Children's Hospital sponsoring our event
- January 11 at the school
- Bi-annual event to showcase various STEM careers

2017

Challenge Grant- I pledge \$5,000 toward the playing field and basketball court if the board will meet my challenge. We will then take the challenge to the STEM Community for each class of 25 to pledge \$5,000 (\$200 per family).

STEM students on the move....

