

**STEM School
Board of Directors Meeting**

November 14, 2017
5:30pm – 7:30pm
Elementary School Gymnasium

8773 Ridgeline Blvd. | Highlands Ranch, CO | 80129

MINUTES

I. Call to Order

i Roll Call

- Meeting called to order at 5:30 PM
- Directors present: Mark Alpert, Tracy Scroggins, Jeff Berg, Rudy Lukez, Roy Martinez, Thomas Wendling
- Directors absent: Nicole Smith, Adam Roderick
- Other attendees: Penny Eucker, Leanne Weyman, Karen Johnson, Robert Hoornstra, three teachers, one SAC representative, one STEP/PTO representative, three parents, four students comprising Stem Kosan Guitar Ensemble

ii Pledge of Allegiance

- Mark Alpert initiated.

II. Reading of the mission statement

- Tracy Scroggins recited the tag line.

III. Review and approval of previous board meeting minutes

- Roy Martinez motioned to approve
- Tracy Scroggins seconded
- All in attendance approved

IV. Master guitar class presentation- approximately ten-minute presentation

- The Kosan STEM Guitar Ensemble gave an uplifting performance. On behalf of the Music Department, Richard Clarke presented planned and prospective community outreach activities asking for BOD support.

V. 2017 SAC parent survey results- Dr. Karen Johnson

- 2016-2017 SAC parent survey results indicated general satisfaction across various levels and key areas.

VI. Middle school presentation- Mrs. Leanne Weyman

- Middle School Innovations plan targets student success through three main initiatives.

VII. Executive Director's report

i Recent accomplishments and events

ii Budget report

iii Enrollment status and projections

iv Financial status and projections

- See attached power point slides.

VIII. SAC update

SAC representative reported on

- joint meeting with STEP
- SAC parent survey
- Cancellation of Coffee with Principals due to low attendance
- Continuing need of community member

STEP/PTO representative reported on

- Fundraising
- Community builder event at Pirates Cove
- STEM Blast off event
- Restaurant fundraisers – mainly focused on elementary so far
- “STEM Gives” recently generated approx. \$69000 with about 10-20% of families contributing
- Work on a potential STEM auction fundraiser including implementation of auction software
- Promotion of options where businesses contribute (eg. Safeway cards)
- \$100K fundraising goal
- New Facebook Live format of meetings - better attendance
- Identification of liaisons with various groups
- Intent to best exercise the abilities of the approximately 150 volunteers available to help
- Restructure of executive board including identification of communication lead
- STEP/PTO budget
- Revision to by-laws – dissolution clause, school name updates
- Rebranding of STEP/PTO - not STEM educational partnership (STEP)

IX. Academic Calendar for 2017-2018 (typo in agenda)

- Original agenda had a typo (2018-2019 instead of 2017-2018)
- 2017-2018 Academic Calendar submitted to DCSD. If changes are needed, a revision can be submitted.

X. Initial policy reading – Privacy and Protection of Confidential Student Information

- Student confidential information must be secure.
- Mark Alpert to organize a subcommittee to make any necessary changes to draft.
- Goal of vote on policy at January 2018 BOD meeting

XI. Public Comment

- A parent requested the SEM BOD perspective of DCSD BOD election outcomes. Mark Alpert indicated STEM BOD is apolitical. Previous DSCD BOD showed strong support for STEM. Anticipate future symbiotic relationship.
- PTO representative suggested a future joint PTO/BOD meeting potentially in a town hall format.

XII. Planning Session

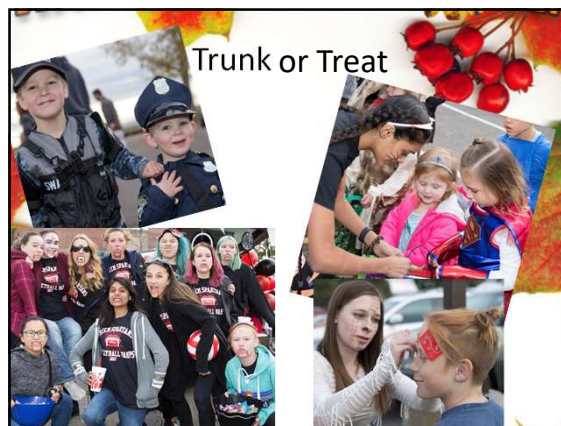
- Strategic Planning Session scheduled for December 1, 2017.

XIII. Adjourn Public Session

- Rudy Lukez motioned to convene to executive session. Tracy Scroggins seconded. All approved.

XIV. Convene executive session

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)I for personnel matters.



Enrollment

- October Count: 1814
- Enrollment for 2018-2019: 1850 + off campus CE
- Waitlist: 1,102
- Grades with most on the waitlist:
 - Kindergarten: 179
 - 6th Grade: 146

Financial Dashboard

- Days in reserve: 107
- Emergency reserve: \$395,000 plus unrestricted
- Personnel and benefits: 64%
- Facilities: 12%
- % of actual to budget: 18% below budget for first quarter
- Longevity bonus paid to all returning staff

Save the Date

- **November 16, 2017-VIP Golf Tournament**
- **December 1- Strategic Plan work session**
- **STEM Staff Holiday Party- December 21**
- **January 11- National Cybersecurity CEO visit**
- **May 18- Graduation**

Spartan Cheer Team

