

STEM School Highlands Ranch

Board of Directors Meeting

February 8, 2022

High School Commons

5:30pm – 7:00pm

Minutes

I. Call to Order

5:30-5:35 PM

i. Roll Call: Attendees: Roy Martinez, Carla Gustafson, Michelle Horne, Rudy Lukez, Ramesh Thatavarthi (via phone), Ishmeet Kalra, Kelly Reyna, Nicole Smith (via Phone), and Nate Angell (via Phone)

ii. Pledge of Allegiance

II. Reciting of the Mission Statement

III. Review and approval of previous board meeting minutes

“Chief Executive Director” changed to “Chief Executive Officer”.

Motion to approve minutes after the mentioned change to page 2: Rudy Lukez

Motion seconded: Kelly Reyna and Ramesh Thatavarthi

Motion passes unanimously

IV. Student leadership report

5:35-5:45 PM

i. StemMed and StemMed Jr.- Tjaden Litwiler gives an account of the history and accomplishments of STEM's medical club since its founding in 2018. This year, Middle School students were able to join as well. Tjaden shared the upcoming events planned for both StemMed and StemMed Jr.

ii. Student Advisory Committee report -Amarit and Tyler update the board on all activities student advisory have been doing, including SAC committees, focus groups, Student surveys, Diversity & Inclusion, and building student internships. The latest student survey will be published by February 12th.

V. Proposal for a new schedule for 2022-23

5:45-6:15 PM

i. Faculty Innovation Team: Gavin Rubin (Chair) has Karen Johnson to sub for him as he has a scheduling conflict. The Faculty Innovation Team has been looking at creative ways to bridge gaps we may have with scheduling and planning. They are asking for board input on Virtual Fridays and alternative options for Elementary specials. We are in the early planning stages at this point, so we would like to survey staff and parents to see feedback and determine our movement with scheduling in the future. The main goal is to have more planning time and there are several options we can explore.

What is the timeline? A: We will start building the schedule by the end of the month, get the surveys out, start taking a look at that data, then have an update by spring break. April is a time

of year that teachers apply for positions, so this would be a good time to retain and attract new teachers.

VI. CFO Annual Report- Star Ake, CPA

6:15-6:50 PM

STEM Finance Committee consists of Roy Martinez, Nicole Smith, and Star Ake.

- i. Star Ake gave an overview of the Business office staff and current responsibilities. Future BO responsibilities include CHSAA, Ptech, Replication support and Base Support
- ii. Star shared the different financial reports she shares with the governing agencies and trends since 2018. She explained where the data comes from and how it is calculated.
- iii. The current and upcoming expenditures were examined. Capital improvements are the biggest expenditure right now: PTECH and CHAASA gym.
- iv. Our audit results are reviewed and, once again, we have a clean report with no recommendations.

BOD adjourned to open the executive session so that they can meet with STEM's attorney.

Motion to convene executive session: Rudy Lukez

Motion seconded: Kelly Reyna and Ramesh Thatavarthi

Motion passes unanimously.

Reconvened Public meeting at 7:37 PM

VII. Chief Executive Office contract

7:37 PM

Motion to table the vote until the attorney can amend paragraph 2 for clarification. The vote will be resumed on March 1, 2022: Kelly Reyna

Motion seconded: Michelle Horne

Motion passes unanimously

VIII. Executive Director's Report- Penny Eucker

8:32 PM

- i. Dr. Eucker provided the staffing updates, Covid Updates and results of the parent survey.
- ii. Big Wins this month: Cyber Patriots, Student acceptance to AFA and West Point, and visitors from South America came to learn how to build a STEM school there.

IX. Public comment was not needed due to no one signing up.

X. Adjourn public session

8:40 PM

Motion to Adjourn Public Session: Carla Gustafson

Motion seconded: Kelly Reyna

Motion passes unanimously, Meeting adjourned at 8:40 PM MST.