

APPROVED



## STEM School Highlands Ranch

### Minutes

#### Board of Directors Meeting

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**Date and Time**

Tuesday May 2, 2023 at 5:30 PM

**Location**

8920 Barrons Blvd.

P-TECH Mechatronics Room

Highlands Ranch, CO 80129

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**Directors Present**

C. Gustafson, I. Kalra, K. Reyna, L. Davison, M. Horne, N. Smith (remote), R. Lukez, R. Theret (remote)

**Directors Absent**

*None*

**Ex Officio Members Present**

K. Johnson

**Non Voting Members Present**

K. Johnson

**Guests Present**

A. Westfall, L. Kovalesky

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**I. Opening Items**

**A.**

**Record Attendance**

**B. Call the Meeting to Order**

K. Reyna called a meeting of the board of directors of STEM School Highlands Ranch to order on Tuesday May 2, 2023 at 5:37 PM.

**C. Pledge of Allegiance**

**D. Reciting of the Mission Statement**

**E. Approve Minutes**

C. Gustafson made a motion to approve the minutes from Board of Directors Meeting on 04-11-23.

R. Lukez seconded the motion.

The board **VOTED** unanimously to approve the motion.

**F. Approve Minutes**

I. Kalra made a motion to approve the minutes from Special BoD Meeting on 04-17-23.

R. Lukez seconded the motion.

Nicole Smith was not in attendance and abstains

The board **VOTED** to approve the motion.

**Roll Call**

- I. Kalra      Aye
- M. Horne     Aye
- R. Lukez     Aye
- C. Gustafson Aye
- K. Reyna     Aye
- N. Smith     Abstain
- R. Theret    Aye

**G. Approve Minutes**

M. Horne made a motion to approve the minutes from Board of Directors Special Meeting on 04-19-23.

I. Kalra seconded the motion.

The board **VOTED** unanimously to approve the motion.

**H. Approve Minutes**

C. Gustafson made a motion to approve the minutes from Board of Directors Special Meeting on 04-25-23.

I. Kalra seconded the motion.

Ryan Theret was not in attendance and abstains

The board **VOTED** to approve the motion.

**Roll Call**

L. Davison Aye  
I. Kalra Aye  
R. Lukez Aye  
M. Horne Aye  
N. Smith Aye  
K. Reyna Aye  
C. Gustafson Aye  
R. Theret Abstain

**II. PTO Annual Update**

**A. PTO Annual Update**

Jeanie Brevoort-PTO President shared a slide presentation with the BoD. It has been decided that there will be a PTO presentation twice per year to share updates and upcoming plans.

During this presentation, Ms Brevoort shared PTO updates, current Executive Board positions, the mission of PTO, Recurring fundraisers, Events, Grants and Activities.

**III. KOSON Schools update**

**A. Student Government - updates**

(out of order from agenda to allow TL to get home)

Tjaden Litwiler- Updates on Senior Prank, Theater, and upcoming Senior activities.

SteMed won the Safe Driving Competition last month, receiving a \$1000 prize. This will be used to provide certification to students and staff next year.

Student Government elections are happening now and will be announced next week.

The Senior prank was planned and executed so well with the cooperation and support of STEM staff, they have set a new precedent to meet with school Admin for approval each year.

**B. CEO Updates**

Dr. Johnson:

Financials updates- Budgeting for next year and generation of income for STEM.

- PPR should be finalized next week. Since our budgets are largely based on this number, the accounts will be updated when we have a better idea of what student counts will be next month.

- Grants, Balance sheet, Budgeting, P & L

- Proposed budget is due to DCSD May 31
- If MLO is approved and passed for DCSD, anticipated 9% increase to staff salary

Enrollment Updates- For the 2023-24 we have a total of 1464 confirmed, but that will change over the summer. We are actively considering targeted Facebook campaigns to get increased enrollment in Kindergarten and 1st grade.

Student fees will be staying the same for next year.

EVOLV Updates: Implementation Committee, Subcommittee, Communication between DC Commissioners, Policies and procedures. Installation of first system and training is scheduled for May 11-12, and pilot will be continued through August.

Dr. Johnson announced to Staff that she is retiring today

Ish asked about the gender ratio, and we are at 60/40, and 50% ethnically diverse as well.

C. Gustafson mentioned that the board needs to have a discussion about which financial reports would give them the clearest view of where our metrics are, then review those monthly so that it will be easy to see trending.

#### **IV. Academic Excellence**

##### **A. STEM School Executive Director update**

L. Kovalesky

Community Building & Retention - Traditional Events to encourage participation and inclusion

Teacher Retention and Staffing- we have 13% turnover which is down from 28.5% in the 2021-22 school year.

Administration Current Focus- Summer planning, Analyzing survey data, Creating action plans, updating handbooks

School Updates- Potential Calendar change for next year: Access classes for all secondary students- 1 block that all students will have to give extra curricular support, special education, makeup work, iCap, and social- emotional learning. This would be a 70 minute block 2 times per week

Some options we are discussing with the community: Late start Vs. Early release- Allows for late start and early release once each month so that faculty can meet for Professional Development.

## **V. KOSON Leadership Search Committee**

### **A. Committee Updates and Next Steps**

CIO finalist named: Matt Cartier  
Contract negotiations have started.

## **VI. Board Updates**

### **A. 2023 Class A Election**

The board recognized the Class A election winner: Erin Quigley  
Welcome to the BOD.

### **B. Upcoming Meeting Dates**

CIO Contract Finalization Voting: Virtual Meeting- May 9th, 5-6 PM

Budget Approval Voting: Virtual Meeting- May 30th, 5-6 PM

Next BOD Meeting- June 6th  
points to discuss: Officer elections, annual board meeting for the Lighthouse and Foundation

Board Training- June 9th

## **VII. Public Comment**

### **A. Public Comment Sign up link**

None signed up.  
Greg S asked about the extension for The Center for Strength, hopes to find a way to keep it open indefinitely. Grant success unknown at this time.

## **VIII. Executive Session**

### **A. Convene to Executive Session**

Kelly: *The Board may vote to recess into executive session pursuant to: C.R.S. 24-6-402(3)(a)(II) conferences with the School's attorney concerning specific claims or grievances related to the Department of Education Office of Civil Rights.*

*The Board may vote to recess into executive session pursuant to CRS 24-6-402 (3.5); (4) (i)(II) and (III): The Board may instruct personnel and representatives to continue and finalize contract negotiations with a candidate in executive session.*

R. Lukez made a motion to Adjourn to executive session at 7:01pm.

L. Davison seconded the motion.

The board **VOTED** unanimously to approve the motion.

Executive session lasted 7:08pm-8:00pm.

Resumed public session at 8:01pm.

## **IX. Closing Items**

### **A. Adjourn Meeting**

R. Lukez made a motion to Adjourn public session at 8:01pm.

L. Davison seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:01 PM.

Respectfully Submitted,

M. Horne

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Never Stop Innovating! We envision a world of exponential possibilities where every child develops the innate knowledge, skills, creativity and character to thrive, lead and succeed in an ever-changing future.