



STEM School Highlands Ranch

Board of Director's Meeting

Published on January 31, 2025 at 3:05 PM MST

Amended on February 3, 2025 at 1:35 PM MST

Date and Time

Tuesday February 4, 2025 at 5:30 PM MST

Location

8920 Barrons Blvd
P-TECH Mechatronics Room
Highlands Ranch, CO 80129

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://zoom.us/j/96916599576?pwd=3FbC4D1oROtEaq1eZXVvPxxWnRc2lY.1>

Passcode: 631204

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
A.	Record Attendance		2 m
B.	Call the Meeting to Order		1 m
C.	Pledge of Allegiance	Darrell Lomelino	1 m
D.	Reciting of the Mission Statement	Greg Shick	1 m

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.

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II. Approve Meeting Minutes			5:35 PM
A. Board Meeting Jan 7th	Approve Minutes	Carla Gustafson	2 m
B. Board Meeting Jan 21st	Approve Minutes	Carla Gustafson	2 m
C. Advancement Committee Meeting Sep 24, 2024	Approve Minutes	Carla Gustafson	2 m
Board attendees were Greg Shick, Carla Gustafson, Kelly Reyna, Linda Davison			
III. STEM School Highlands Ranch Updates			5:41 PM
A. Executive Director Presentation	FYI	LynAnn Kovalesky	15 m
	<ul style="list-style-type: none"> • Enrollment Updates • Immigration Law Updates and STEM Protocol • Consider changes to Virtual School Day for DCSD Delayed Start days 		
B. Student Government Update	FYI	LynAnn Kovalesky	10 m
IV. KOSON Schools			6:06 PM
A. CIO Update - Strategic Updates	Discuss	Matt Cartier	10 m
	Updates on growth strategy within Douglas County School District.		
B. Presentation on KOSON Core Values	Vote	Matt Cartier	15 m

	Purpose	Presenter	Time
Initial presentation on proposed KOSON Core Values to Board. Values will be discussed/finalized by Governance Committee and Administration and then brought back to Board for approval in March meeting.			

V. Board Committee Updates 6:31 PM

- | | | | | | |
|-----------|--|---------|--|------------------|------|
| A. | CIO Support and Evaluation | Vote | | Erin Quigley | 20 m |
| | Erin Quigley and Kelly Reyna present the CIO Mid Year Evaluation Report for approval. | | | | |
| B. | Setup new Expansion/Replication Task Force | Vote | | Greg Shick | 5 m |
| | Task Force will focus on expansion and replication efforts with Greg Shick as chair. Confirm Darrell Lomelino as 2nd Board Member on Task Force. | | | | |
| C. | Finance Committee Update | FYI | | Darrell Lomelino | 20 m |
| | Q2 Financial Report, presented by Sean Milner, CFO | | | | |
| D. | Finance Committee - Approve Vendor Contract | Vote | | Darrell Lomelino | 15 m |
| | Board approval is requested for a 5-year contract with FinalSite to host/manage website, parent portal, school enrollment, co-curricular enrollment, communications, and customer relationship management (CRM). The value of the 5-year contract is over the threshold of \$25,000 over 12 months therefore Board approval is needed. | | | | |
| E. | Staff Handbook Update and Approval | Vote | | Carla Gustafson | 15 m |
| | Carla Gustafson presents Staff Handbook for approval. | | | | |
| F. | Parent Handbook Updates | FYI | | Carla Gustafson | 10 m |
| | Present Parent - Student Handbook updates from Summer 2024. No approval needed. | | | | |
| G. | Governance Committee - Policy Review | Discuss | | Carla Gustafson | 5 m |
| | <ul style="list-style-type: none"> • Board Policies for confirmation in March Meeting (consent agenda) <ul style="list-style-type: none"> ◦ Equal Access to Facilities ◦ Rights of Students to Organize | | | | |
| H. | Class A Parent Election Plan | Discuss | | Carla Gustafson | 10 m |
| | Confirm Schedule and Plan for Class A Parent Election | | | | |

	Purpose	Presenter	Time
VI. Consent Agenda			8:11 PM
A. Vote for Consent Agenda Items	Vote	Carla Gustafson	
<p>1. Change Advancement Committee to more focused purpose as Fundraising Committee with Greg Shick as chair.</p>			
VII. Public Comment			8:11 PM
<p>This is the time to voice opinions and provide feedback about specific agenda item(s) prior to any Board action. Speakers must complete the Public Comment Form and submit it electronically no later than 12 p.m. the day of each Board meeting. If written testimony or a handout is submitted, presenters are asked to supply one (1) copy via email to communications@stemk12.org</p>			
A. Public Comment Sign up link			5 m
<p>https://forms.gle/xjYxbDmtekd7PC7B6</p>			
VIII. Board of Director's Updates			8:16 PM
A. Preview of Next Meeting	FYI	Carla Gustafson	5 m
<p>February Meeting:</p> <ul style="list-style-type: none"> • Finance - Present Proposed Auditor Selection for FY 24/25 Audit • Governance - Updates to Community Use of Facilities Policy • CIO Support and Evaluation - Present Draft CIO Contract • Annual Board Training - June 13th - all day event 			
IX. Closing Items			8:21 PM
A. Adjourn Meeting	Vote	Carla Gustafson	
<p>Adjournment</p>			

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