



STEM School Highlands Ranch

Board of Directors Meeting

Published on September 29, 2023 at 4:22 PM MDT

Amended on September 30, 2023 at 9:38 AM MDT

Date and Time

Tuesday October 3, 2023 at 5:30 PM MDT

Location

P-tech Building
8920 Barrons Blvd
Highlands Ranch, CO 80129

Webinar Link: Join from a PC, Mac, iPad, iPhone or Android device: Please click this URL to join. <https://zoom.us/j/97049693895?pwd=RSxvcVh2ay8rSVdvWTFJRHExaFNLUT09> Passcode: 919339

Agenda

	Purpose	Presenter	Time
I. Opening Items			5:30 PM
A. Record Attendance		Kelly Reyna	5 m
B. Call the Meeting to Order			
C. Pledge of Allegiance		Ishmeet Kalra	
D. Reciting of the Mission Statement		Erin Quigley	
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.			

	Purpose	Presenter	Time
E. Approve Minutes	Approve Minutes	Kelly Reyna	
Approve minutes for Board of Directors Meeting on September 5, 2023			
II. Academic Excellence			5:35 PM
A. Student Updates	FYI	Student Gov President	5 m
<ul style="list-style-type: none"> • Student Government Spotlight 			
B. Executive Director Report - STEM	FYI	LynAnn Kovalesky	10 m
<ul style="list-style-type: none"> • General School Updates • 24-25 School Calendar <ul style="list-style-type: none"> ◦ Present Survey results and final recommendations 			
C. 2024-25 School Calendar Board Vote	Vote	Carla Gustafson	5 m
III. KOSON Schools			5:55 PM
A. CIO Updates	FYI	Matt Cartier	10 m
<ul style="list-style-type: none"> • 5 Year Renewal Update • IT Follow- up from August meeting, Mike Pritchard • Support and Evaluation Process • Strategic Planning Process • CIO 23/24 Goals 			
IV. SPF and UIP Overview			6:05 PM
A. School Performance Framework	FYI	LynAnn Kovalesky or Michelle Gasser	15 m
2022-23 SPF Results			
B. Unified Improvement Plan	FYI	LynAnn Kovalesky	15 m
UIP Overview and Recommendations			

	Purpose	Presenter	Time
C. Curriculum Updates	FYI	Michelle Gasser	15 m
V. Board Committee Updates			6:50 PM
A. Governance Committee - Board Policy Updates	Vote	Carla Gustafson	10 m
	<ul style="list-style-type: none"> • Discuss/Approve new Volunteering Policy. New policy created based on content from Student and Parent Handbook and Volunteering information on STEM website. <ul style="list-style-type: none"> ◦ Volunteering Policy • Discuss/Approve revisions to Enrollment Policy. There were comments from STEM Admin team that weren't correctly addressed in the version the Board approved in August 2023 meeting. Other updates are also needed to align with clarification on DCSD Enrollment process. 		
B. Governance Committee - Concurrent Enrollment Credit Waiver	Vote	Carla Gustafson	10 m
	<p>From DCSD review of STEM Charter renewal, DCSD provided feedback that a waiver is required regarding high school credit for Concurrent Enrollment in college courses. Therefore, STEM Administration has prepared a Waiver to DCSD policy on High School Grading and Transcripts to align with the STEM High School Academic Planning Guide. STEM awards a higher credit hour equivalency for high school credits for Concurrent Education college classes compared to DCSD. STEM is requesting a waiver for existing 9th through 12th graders only.</p> <p>The waiver is provided to the Board for review and approval to submit to DCSD.</p>		
C. Governance Committee - Annual Policy Review	FYI	Carla Gustafson	5 m
	<ul style="list-style-type: none"> • Discuss/Review following policy docs as part of annual review. <ul style="list-style-type: none"> ◦ Op-in/Opt-out Policy ◦ Viewpoint Neutrality • In preparation for November meeting, review technology policy docs. These policy docs will be discussed/reviewed in November as part of annual review. <ul style="list-style-type: none"> ◦ IT and Student Data Privacy ◦ Electronic Device Monitoring 		
D. CIO Support and Evaluation Committee Update	Discuss	Erin Quigley	5 m
E. Finance Committee Update	Discuss	Ryan Theret	5 m

	Purpose	Presenter	Time
VI. Board of Directors Update			7:25 PM
A. Upcoming Agenda Items	FYI	Kelly Reyna	2 m
<ul style="list-style-type: none"> • November <ul style="list-style-type: none"> ◦ PTO Bi-Annual Update ◦ Finance Quarterly Report ◦ State of the School Report - moving to January ◦ Teacher/Staff Support update 			
VII. Public Comment			7:27 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			3 m
			https://forms.gle/xjYxbDmtekd7PC7B6
VIII. Closing Items			7:30 PM
A. Adjourn Meeting	Vote	Kelly Reyna	
Adjournment			

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.

Coversheet

Approve Minutes

Section: I. Opening Items
Item: E. Approve Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Board of Directors Meeting on September 5, 2023

APPROVED



STEM School Highlands Ranch

Minutes

Board of Directors Meeting

Date and Time

Tuesday September 5, 2023 at 5:30 PM

Location

P-tech Building

8920 Barrons Blvd

Highlands Ranch, CO 80129

Directors Present

C. Gustafson, E. Quigley, G. Shick, I. Kalra, K. Reyna, L. Davison, M. Horne, R. Lukez

Directors Absent

R. Theret

Ex Officio Members Present

M. Cartier

Non Voting Members Present

M. Cartier

Guests Present

A. Westfall, L. Kovalesky, N. Bostel

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 Sep 5, 2023 at 5:35 PM.

C. Pledge of Allegiance

D. Reciting of the Mission Statement

E. Approve Minutes

R. Lukez made a motion to approve the minutes from Board of Director's Meeting on 08-01-23.

G. Shick seconded the motion.

Linda Abstained

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

Roll Call

L. Davison	Abstain
G. Shick	Aye
C. Gustafson	Aye
R. Lukez	Aye
I. Kalra	Aye
M. Horne	Aye
E. Quigley	Aye
R. Theret	Absent
K. Reyna	Aye

II. Academic Excellence

A. Student Updates

Kelly Myrick- College Counselor/ Student Government and Senior Class Administrator gave updates on behalf of Student Government's current and upcoming events.

Student advisory could not attend this month.

B. Executive Director Report - STEM

LynAnn Kovalesky- STEM Updates

Early drop-off has been moved to 7:10 AM and Secondary movement has resulted in less tardiness.

Access Classes are underway and have been well received by students. During Access, students will be able to elect to go to other classes for assistance, college visits, assemblies, etc.

Student engagement on campus has increased.

Student support needs are higher, and STEM is well-staffed for support.

Superintendent Kane visited STEM and recorded a video with Jeff Maher describing the benefits to STEM if the Bond passed.

Evolv Security is moving through pretty well. Students are adapting well and the staff and students feel safer. There hasn't been any feedback from parents. There will be key indicators that will be shared with the district. So far, the biggest concern is manpower; the expense and time required to have someone to work it.

Enrollment is down to 1417. There will be more updates on the reasoning behind this in the future.

Staffing update- STEM is looking to hire a new 1st grade teacher since there are 27 in each class.

C. 2024-25 School Calendar Discussion

LynAnn Kovelesky presents PD Day adjustments for the 2024-25 calendar.

The current problem is that teachers are not having enough time in the day to complete Professional Development and ES teachers are consistently staying beyond their contracted time.

The proposed solutions to the calendar: Late Starts/Early Release days.

This was shared with the BOD and Lunch planning, snow days, instructional minutes, etc. were discussed.

The calendar was sent to all the committees. There is a parent and staff survey that is ready to be sent out. There will also be meetings with Staff to get their feedback. Information will be shared with the BOD so that we can move forward in the process if selected.

III. KOSON Schools

A. CIO Updates

Matt Cartier has completed transition into his role as CIO.

STEM 5-year renewal is approaching

The open staffing positions are HR manager and COO,

A neighborhood parking plan will be developed to help increase accountability, structure and improve upon existing systems.

Facility Expansion Finalization- We paid the remainder of what we owed and have \$100K for future projects.

IT Director Mike Pritchard will provide an update on Securly during the October BOD Meeting.

Committee Meetings

Strategic planning

Yearly goals and operational plan

Future Updates and Reporting

IV. Communications Update

A. 2023-24 School Year

Nicole Bostel- Communications Director

Presented the communication plan updates including data, outreach, and goals.

The goals will be evaluated and represented to the BOD in future meetings.

As the new head of the Business Clubs, Nicole Bostel will be coaching DECA and FBLA through communications and improve communication to students.

V. Mill Levy Bond Override

A. Board Resolution 2023 Mill Levy

C. Gustafson made a motion to to approve resolution declaring support for the Mill Levy and Bond.

K. Reyna seconded the motion.

Bond and Mill Levy Override will be on the 11/5 ballot

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

Roll Call

K. Reyna Aye

L. Davison Aye

G. Shick Aye

C. Gustafson Aye

R. Lukez Aye

R. Theret Absent

I. Kalra Aye

M. Horne Aye

E. Quigley Aye

VI. Board of Directors Update

A. 2023-2024 Board Calendar Outline

Board noted that the board calendar outline looks accurate.

B. Streaming Board Meetings

Now streaming today - Public Comment will be in person

C. Committee Expectations

Carla Gustafson

Committees will submit 'one-pager' on structure, goals, etc

D. Upcoming Agenda Items

VII. Public Comment

A. Public Comment Sign up link

None

VIII. Executive Session

A. Convene to Executive Session

Kelly: The Board may enter into executive session pursuant to CRS 24-6-402(4)(h) to discuss a student incident, in which public disclosure would adversely affect the person or persons involved, and pursuant to CRS 24-6-402(4)(b) to conference with their attorney and ask specific legal questions related to the student incident.

C. Gustafson made a motion to convene to executive session at 7:12pm.

L. Davison seconded the motion.

Ryan absent

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

BOD met with legal counsel from 7:16pm-7:53pm

Moved back to public session at 7:55pm

IX. Closing Items

A. Adjourn Meeting

C. Gustafson made a motion to adjourn public session at 7:55pm.

R. Lukez seconded the motion.

Ryan absent

The board **VOTED** 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 7:55 PM.

Respectfully Submitted,

M. Horne

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.

Coversheet

2024-25 School Calendar Board Vote

Section: II. Academic Excellence
Item: C. 2024-25 School Calendar Board Vote
Purpose: Vote
Submitted by:
Related Material: STEM 24-25 Proposed Calendar.pdf

STEM School Highlands Ranch 2024-25 Academic Calendar

August 2024						
Su	M	Tu	W	Th	F	S
	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

19 Student: 24 Teacher Days: 25 New Teacher Days

September 2024						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

19 Student: 20 Teacher Days

October 2024						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10*	11*	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

18 Student: 18 Teacher Days

November 2024						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

15 Student: 16 Teacher Days

December 2024						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

14 Student: 15 Teacher Days

January 2025						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

18 Student: 19 Teacher Days

February 2025						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

18 Student: 19 Teacher Days

March 2025						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13*	14*	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

16 Student: 16 Teacher Days

April 2025						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

22 Student: 22 Teacher Days

May 2025						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21*	22*	23	24
25	26	27	28	29	30	31

14 Student: 16 Teacher Days

June 2025						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- School Closed/Holidays
- First/Last Day of School
- Planning/Professional Development
- Graduation Day - School Closed
- New Teachers Only
- Early Release Day

● If for any reason the school must close, this calendar may be amended by the STEM Board of Directors to provide additional school days during vacations, or at the end of the present calendar.

Important Dates:

- | | | | |
|----------------|---|-------------|---|
| July 29 | New Faculty Starts | January 6 | Teacher Work Day - NO SCHOOL |
| August 31 | Faculty Returns | January 20 | Martin Luther King Jr Day - SCHOOL CLOSED |
| August 7 | First Day of School-All Students | January 24 | Early Release Day- Gold Day |
| August 30 | Early Release Day- Blue Day | February 14 | Professional Development for Staff - NO SCHOOL |
| September 2 | Labor Day - SCHOOL CLOSED | February 17 | President's Day - SCHOOL CLOSED |
| September 20 | Professional Development for Staff - NO SCHOOL | *March 13 | Evening Conferences (Open House) - REG. SCHOOL DAY |
| *October 10 | Evening Conferences (Open House) - REG. SCHOOL DAY | *March 14 | Parent/Teacher Conferences- Early Release Day- Blue Day |
| *October 11 | Parent/Teacher Conferences- Early Release Day- Gold Day | March 17-21 | Spring Break - SCHOOL CLOSED |
| October 14-28 | Fall Break - SCHOOL CLOSED | April 11 | Early Release Day- Gold Day |
| November 15 | Early Release Day- Blue Day | April 25 | Early Release Day- Blue Day |
| November 25-29 | Thanksgiving Break - SCHOOL CLOSED | May 7 | STEM Shares: NO SCHOOL |
| December 20 | Teacher Work Day - NO SCHOOL | May 16 | Graduation Day - NO SCHOOL |
| Dec 23-Jan. 3 | Winter Break - SCHOOL CLOSED | *May 21 | Half Day/Last Day Elementary only |
| | | **May 22 | Half Day/Last Day Secondary only |
| | | May 23 | Teacher Work Day- NO SCHOOL |

Coversheet

Governance Committee - Board Policy Updates

Section: V. Board Committee Updates
Item: A. Governance Committee - Board Policy Updates
Purpose: Vote
Submitted by:
Related Material: Policy_Volunteering_2023.pdf
Policy_Enrollment_2023 Update.pdf

Volunteering Policy

STEM SCHOOL HIGHLANDS RANCH POLICY Volunteering

I. PURPOSE

STEM School Highlands Ranch is a school of choice. As such, STEM recognizes the value of parental involvement in the school and wishes to provide avenues for parents of STEM students to contribute to the success of STEM.

II. POLICY

Volunteer and Chaperone Expectations:

All volunteers must complete a background check before participating in any STEM volunteer activities. In order to become a volunteer, a volunteer application must be submitted through a designated security firm, so that the criminal background check can be completed before an individual is approved as a volunteer.

Families of STEM students are asked to provide 30 hours of volunteer time per year (15 per single-parent family) each school year. Every \$20 of donated items translates to one volunteer hour. Volunteer hours are not required.

In order to keep track of volunteer hours, STEM uses a volunteer management program to track volunteer hours.

We welcome, appreciate and value parent participation as volunteers for our school programs. The following guidelines require that Volunteers and Chaperones:

- Must report chronic or severe disciplinary issues to the supervising faculty members.
- Must report violations of district policies to the supervising faculty members.
- Must use appropriate and acceptable language at all times.
- Must conform to school district policies that forbid the use of tobacco, alcohol, or drugs by students or adults at school or at school-related events.
- Must enforce the anti-harassment/ bullying policy.
- Must not verbally harass students or make physical contact intended to discipline.
- Must abide by the rules for confidentiality pertaining to information about particular students.
- Must report any information of a personal nature or information that relates to child safety to the supervising faculty member, school counselor, or Building Director for the student's grade level.

Volunteering Policy

Parent Involvement in Classrooms:

Teachers will provide meaningful opportunities for parents to participate in the classroom. The following are specific expectations for any parental involvement in the classroom.

- Teachers are the final authority in the classroom.
- Teachers have their own teaching style, which is to be respected by all room volunteers.
- Volunteers must be under the direct supervision of certified staff at all times.
- Volunteers must check in with the front office before entering the classroom.
- Under no circumstance is it acceptable for a parent volunteer to confront a teacher about an issue in the classroom, or any other part of the school, when students are present.
- Should a parent volunteer be deemed incapable of securing the health, safety and welfare of the students and/or the school by Administration, Building Directors for the student's grade level reserves the right to deny direct access to students and/or classroom related activity and/or campus per statutory authority.

Approved by the STEM School Board on _____.
(dd/mm/yyyy)

STEM School Highlands Ranch

By: _____
(Signature, Board secretary)

(Printed name, Board secretary)

Adopted: October 2023

Enrollment Policy

STEM SCHOOL HIGHLANDS RANCH POLICY Enrollment

I. PURPOSE

The purpose of this policy is to define the process and requirements for enrollment into STEM School Highlands Ranch (STEM). STEM is a charter school and school of choice.

II. POLICY

1. Priority for Enrollment

STEM gives priority for enrollment to the following :

1. Founding Families *
2. Siblings of current STEM students
3. Children and grandchildren of staff and board members *
4. DCSD Residents
5. Prior waitlisted families

* Families will need to email registrar@stemk12.org in order to provide proof they meet these criteria.

Priority in enrollment does not guarantee enrollment if there is no availability at the student's grade level.

Due to enrollment priorities, STEM cannot release information regarding a particular prospective student's position.

Families not accepted during the current school year must reapply, as the list does not carry over from year to year.

2. Admission

Enrollment will follow the District's open enrollment timeline. The District opens enrollment on November 1 of each year. The District offers enrollment on December 1. STEM allows parents to place their names on the list throughout the year, and notifications will begin on December 1 for the following school year.

If the number of students prior to the deadline is less than or equal to the number of student spaces available for any grade, STEM will extend an invitation to enroll every student in that grade.

Enrollment Policy

Should the number of students listed prior to the deadline be higher than the number of available spaces, students are offered space based on the priorities and then by date entered in the enrollment tool.

3. Deadline for Acceptance

Invitations to enroll shall be extended via email through the DCSD EngagED Parent Portal. After the family is contacted and enrollment is offered, the school will require a decision by a parent or legal guardian. Parents and legal guardians are responsible for providing a reasonable way for STEM to reach them regarding enrollment and are also responsible for informing the school of any change to their contact information. While STEM will make every attempt to notify families, the school is not responsible for the inability to contact families should they be unreachable (i.e., traveling, inaccurate information, etc.).

Completion of the registration packet is required to initiate the registration/transfer process.

NOTE: For students on an IEP (Individualized Education Plan/ Special Education) or receiving 504 accommodations:

If your student is currently on an Individualized Education Plan or receiving 504 accommodations, please be aware that STEM provides services for mild to moderate-need students. STEM's Learning Services Department will contact you during the enrollment process to ensure that Free Appropriate Public Education (FAPE) can be provided once you initiate the process by advising the registrar. This may require a meeting with the prior school's staff. No student with an IEP can be enrolled until this review occurs and it is the responsibility of the parent to initiate this review. If the review does not occur prior to enrollment and it is discovered that FAPE cannot be provided, the student will be denied acceptance and returned to a district school where FAPE can be provided. STEM School Highlands Ranch welcomes all students on IEP or 504, where FAPE can be provided.

4. Vacancies

Should a vacancy be created prior to or after the school year has begun, the vacancy will be filled as specified above. A student who fills a vacancy will be considered a currently enrolled student, and that student's enrollment will continue beyond the current academic year. Should a vacancy open up after October 1st, it will be the decision of the Executive Director or designee to fill that vacancy or leave it open until the following school year.

Enrollment Policy

5. Open Enrollment Timelines

Timeline Dates - Unless otherwise specified, any dates identified in this Open Enrollment Timeline shall be applied such that if the date identified falls on a Saturday, Sunday, or holiday, the enforced date for compliance shall fall on the following business day.

- The first round open enrollment period opens on November 1.
- The first round open enrollment period closes on December 1st at 4:00 p.m. annually unless either day is not a school day, in which case the next regular school day will be the opening or ending day, respectively.
- Once notified of acceptance by the school, the offer of enrollment must be accepted by the parent or guardian by 4:00 p.m. by December 15th annually or the first workday following the 15th.
- Applicants not accepted by the school during the first open enrollment round will stay on the list. If an opening becomes available during the second round application period, applicants will be notified by the EngagED Parent Portal through DCSD.
- Charter must update the District shared "Accepted Offers Spreadsheet" with all students who have accepted their enrollment offers.
- Lines of enrollment for the first round must be made by January 19th for current DCSD students as well as new-to-district students.
- The second round of open enrollment opens on January 22.
- The second round of open enrollment closes on August 1.
- Second-round lines of enrollment for accepted offers must be created as soon as possible after the offer is accepted.

Transfers – Movement after Open Enrollment closes (August 1st)

Students may choose to enroll in a Charter School after Open Enrollment closes on August 1; however, for students already enrolled in the District, the process for administrative transfers in accordance with District Policy JCA/JFB-R shall be followed. The administrative transfer option is only available for the purpose of moving a student from one school to another in those circumstances where the choice enrollment option may not be timely or may be inappropriate or inapplicable, considering the best interest of the student and the school. Administrative transfers are not intended to accommodate students who fail to request a change in assigned schools during the open enrollment period or whose open enrollment request was not accepted. DCSD Principals must communicate about the move as well as fill out the administrative transfer paperwork.

6. STEM School Highlands Ranch Interest Form

During the timeframe when the DCSD Open Enrollment Tool is not accepting names, families can put their name on STEM's Interest Form to receive notifications as to when the DCSD Open Enrollment Tool will open. This list will also allow our registrar to communicate with families on upcoming tours. Completing the STEM Interest Form does not guarantee enrollment for the potential student, nor does it legally bind families to enroll in STEM. Families can find the Interest Form at stemk12.org/enrollment.

Enrollment Policy

Approved by the STEM School Board on _____.
(dd/mm/yyyy)

STEM School Highlands Ranch

By: _____
(Signature, Board Secretary)

(Printed name, Board Secretary)

Adopted: 2019

Revised: January 2023

Revised: August 2023

Revised: October 2023

Coversheet

Governance Committee - Concurrent Enrollment Credit Waiver

Section: V. Board Committee Updates
Item: B. Governance Committee - Concurrent Enrollment Credit Waiver
Purpose: Vote
Submitted by:
Related Material: STEM CE Credit - Automatic Waiver request.pdf

DCSD Charter School Automatic Waiver Request Template

*Use the addendum template below to list **automatic waiver(s)** from policy and rule and the related replacement plans that the charter school is requesting.*

Automatic district waivers still require a developed plan, process, or policy on record. DCSD has streamlined this process with its “Automatic Waiver Request Template” document. This document allows charter schools to reference their replacement policy using existing material (e.g., Staff or Student Handbook, Application, Policy Handbook, etc.). This process is not intended to be exhaustive, rather it aims to help protect the autonomy of the charter school.

Automatic Waivers

Contact Information
School Name: STEM School Highlands Ranch
School Address (mailing): 8773 S Ridgeline Blvd Highlands Ranch, CO 80129
Charter School Waiver Contact Name: Michelle Gasser/LynAnn Kovalesky
Charter School Waiver Contact’s Phone Number: 303-683-7836
Charter School Waiver Contact’s Email: michelle.gasser@stemk12.org

Automatic Waivers: Policy Description and Rationale and Replacement Plan / Process
Policy Citation and Title (BE School Board Meetings 04.20.2021) IKF-R-4- High School Grading and Transcripts
Replacement Plan, Process or Policy Link: STEM High School Academic Planning Guide p. 10

We will award all current 9th -12th grade students the following credit equivalency for any concurrent enrollment courses taken at STEM or at a qualifying school of higher education. This is so that our students are able to complete their transfer degrees by their 13th or 14th year.

Concurrent Enrolment Credit Equivalency

Students completing college-level concurrent enrollment college level courses with a grade of C- or higher will be awarded credit equivalency as follows:

1 semester credit	.5 year high school credit
2-3 semester credits	1 year high school credit
4 semester credits	1.5 years high school credit
5 semester credits	2 years high school credit

Coversheet

Governance Committee - Annual Policy Review

Section: V. Board Committee Updates
Item: C. Governance Committee - Annual Policy Review
Purpose: FYI
Submitted by:
Related Material: Policy_OptInOptOut_2023.pdf
Policy_Viewpoint_Neutrality_2022.pdf

Opt-in Opt-out Policy

STEM SCHOOL HIGHLANDS RANCH POLICY 'Opt-In and Opt-Out' Procedures

I. PURPOSE

The purpose of this policy is to set forth a consistent standard for use of 'op-in and opt-out' procedures for all STEM activities. Parents can expect the use of consistent standards at STEM School for opting-in and opting-out of programs, events, and activities. Under no circumstances will students opting-in/out be ostracized, nor will parents choosing to exercise their right to opt-in/out be criticized for their decision.

II. POLICY

Opt-out (parent request required for nonparticipation) applies to the Board-approved curriculum and related activities that occur regularly or as a matter of course. Opting-out always requires a showing of a bonafide reason, to avoid violating compulsory attendance rules. Replacement classes or activities may or may not be provided at the school's sole discretion. Opting-out procedures do not apply to matters of health and safety, or state/federal mandates.

Parents shall be notified by the school about upcoming programs, events, or activities in sufficient time and detail to allow time to opt-out if deemed reasonably necessary. Subject to district and state graduation requirements and the compulsory attendance laws, parents may exercise the right on behalf of their child (with bonafide reason) to opt out of:

- Physical Education (requires written request from child's physician)
- Parties or Holiday activities
- Board adopted or approved curriculum
- Student use of Internet for curriculum-related research

Curriculum adopted by the Board or otherwise pursuant to STEM policy is the official curriculum of STEM and comes under the opt-out category. STEM and its teachers will make their best efforts to identify and timely notify parents of the teaching of materials or methods of instruction in the curriculum that may reasonably offend the moral, ethical, religious, or political conscience of individuals, to allow adequate time for parents to review materials and request (in writing) an opt-out.

Student use of the Internet for purposes of research and retrieval of current information related to curricular content areas is a generally accepted practice and is considered an essential instructional tool, and thus comes under the opt-out category.

Opt-in Opt-out Policy

In any case where there is doubt as to whether a program, event, or activity should be treated as opt-in or opt-out, opt-in procedures should be used.

Opt-in (parents permission required for participation) pertains to school offerings and curricula that:

(i) are not part of the Board-adopted or approved curriculum or involve presentation of Controversial Learning Resources (see STEM Policy on Controversial Learning Resources),

OR

ii) are not required by law to meet compulsory attendance or credit standards

OR

(iii) are not generally accepted regular matters of course within the school year.

For all opt-in offerings scheduled to take place during regular school hours, replacement classes or other alternatives will be provided for students who do not opt-in. STEM employees will provide timely notice to parents about opt-in programs, events, or activities so parents can make an informed decision about whether their children will participate.

Children will not be allowed to participate in the following programs, events, or activities without parent permission:

- Activities having a potential for increasing liability to the district (e.g., field trips, ropes course, jump rope for life, athletics, dispensing medication)
- Programs, activities, or materials that can be reasonably interpreted as containing religious messages, instruction in values, or controversial moral or ethical principles, involve Controversial Learning Resources, or that may result in invasion of the student's or family's privacy. Including, but not limited to the following:
 - Name in school directory
 - DARE
 - Programs on death, dying, and divorce
 - Educational movies with a PG-13 or more restrictive rating
 - Unrated visual materials, and/or other media that may be reasonably foreseen to cause offense to some individuals and are not part of the Board-approved curriculum
 - Programs where opting-in is a requirement of the law (e.g., special education, federal programs)
 - One-to-one or group counseling situations when counselors, social workers, or psychologists are involved with students (except as required for compliance with state and federal laws concerning the education of students with disabilities, compliance with child abuse and neglect reporting obligations, in emergency situations wherein there is a bona fide concern that the student's safety or health is in jeopardy, and when discussing academics or discipline problems).

Opt-in Opt-out Policy

Approved by the STEM School Board on 10/01/2023.
(dd/mm/yyyy)

STEM School Highlands Ranch

By: *Michelle Horne* (signature on file)
(Signature, Board secretary)

Michelle Horne
(Printed name, Board secretary)

Adopted: March 2013

Revised: December 2021

Revised: January 2023

Viewpoint Neutrality Policy

STEM SCHOOL HIGHLANDS RANCH POLICY
Viewpoint Neutrality

I. PURPOSE

The purpose of this policy is to ensure that STEM and its employees treat the voluntary expression of a religious or political viewpoint by a student, on an otherwise permissible subject, in the same manner the School treats a student's voluntary expression of a secular or other viewpoint on a subject, and to ensure, consistent with the Colorado and U.S. Constitution, that the School does not discriminate against any student based on a religious or political viewpoint expressed by the student on an otherwise permissible subject.

II. POLICY

Any student, regardless of race, color, religion, national origin, or disability, may express the student's beliefs about religion or politics in homework, artwork, and other written and oral assignments free from discrimination based on the religious or political content of the student's submission. Homework and classwork containing any such expression shall be judged by ordinary academic standards of substance and relevance, and against other legitimate pedagogical concerns identified by the School. Students may not be penalized or rewarded on account of religious or political content. In any such case of expression, a student's work should be judged on the basis of academic standards, including literary quality, and not penalized or rewarded on account of its religious or political content.

Approved by the STEM School Board on 11/10/2022.
(dd/mm/yyyy)

STEM School Highlands Ranch

By: Michelle Horne (signature on file)
(Signature, Board secretary)

Michelle Horne
(Printed name, Board secretary)

Adopted: March 2013
Revised: December 2021
Revised: October 2022

Coversheet

Finance Committee Update

Section: V. Board Committee Updates
Item: E. Finance Committee Update
Purpose: Discuss
Submitted by:
Related Material: August 31 2023 Actual vs Budget Income Statement.pdf

STEM School Highlands Ranch
Budget vs. Actuals: STEM Budget 2023-2024 - FY24 P&L
For the Month Ending August 2023 Vs. Annual Budget
Current Year

	Actual 8.31.2023	Budget	Budget Remaining	% of Budget Remaining
Income				
1110000 Mill Levy Override	313,277.09	1,761,000.00	1,447,722.91	82.21%
1500000 Interest Income	117,594.57	425,000.00	307,405.43	72.33%
1740000 Student Fees	238,105.21	308,513.00	70,407.79	22.82%
1850000 PPR Funding	2,611,298.36	14,955,000.00	12,343,701.64	82.54%
1900000 Other Income-Misc		50,000.00	50,000.00	100.00%
1910000 Rental/Lease	230.00		-230.00	
1920000 Contri/Donations Unrestricted	911.81	0.00	-911.81	
3000000 ELPA Grant		0.00	0.00	
3100000 Categorical Revenue	100,106.24	1,125,500.00	1,025,393.76	91.11%
Total Income	\$ 3,381,523.28	\$ 18,625,013.00	\$ 15,243,489.72	81.84%
Gross Profit	\$ 3,381,523.28	\$ 18,625,013.00	\$ 15,243,489.72	81.84%
Expenses				
0100000 Salaries	762,497.68	9,759,000.00	8,996,502.32	92.19%
0200000 Benefits	289,887.45	2,784,890.00	2,495,002.55	89.59%
0300000 Purchased Services	31,057.74	216,966.00	185,908.26	85.69%
0400000 Purchase Property Services	456,792.77	3,534,725.00	3,077,932.23	87.08%
0500000 Other Purchased Services	346,210.08	1,534,741.00	1,188,530.92	77.44%
0600000 Supplies and Materials	128,892.29	367,322.00	238,429.71	64.91%
0700000 Property	49,816.11	261,000.00	211,183.89	80.91%
0800000 Other Expenses	3,862.81	150,000.00	146,137.19	97.42%
0900000 Other use of Funds		5,000.00	5,000.00	100.00%
66900 S-Reconciliation Discrepancies			0.00	
Total Expenses	\$ 2,069,016.93	\$ 18,613,644.00	\$ 16,544,627.07	88.88%
Net Operating Income	\$ 1,312,506.35	\$ 11,369.00	-\$ 1,301,137.35	
Net Income	\$ 1,312,506.35	\$ 11,369.00	-\$ 1,301,137.35	

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