



## STEM School Highlands Ranch

### Board of Director's Meeting

Published on February 28, 2025 at 10:37 AM MST

Amended on March 3, 2025 at 3:19 PM MST

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#### Date and Time

Tuesday March 4, 2025 at 5:30 PM MST

#### Location

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

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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

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#### Agenda

|                         | Purpose                           | Presenter     | Time           |
|-------------------------|-----------------------------------|---------------|----------------|
| <b>I. Opening Items</b> |                                   |               | <b>5:30 PM</b> |
| <b>A.</b>               | Record Attendance                 |               | 2 m            |
| <b>B.</b>               | Call the Meeting to Order         |               | 1 m            |
| <b>C.</b>               | Pledge of Allegiance              | Erin Quigley  | 1 m            |
| <b>D.</b>               | Reciting of the Mission Statement | Ishmeet Kalra | 1 m            |

|  | Purpose | Presenter | Time |
|--|---------|-----------|------|
|--|---------|-----------|------|

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.

## II. Approve Meeting Minutes 5:35 PM

|           |  |                 |                 |     |
|-----------|--|-----------------|-----------------|-----|
| <b>A.</b> | Board Meeting Jan 27th                     | Approve Minutes | Carla Gustafson | 2 m |
| <b>B.</b> | Board Meeting Feb 4th                      | Approve Minutes | Carla Gustafson | 2 m |
| <b>C.</b> | Board Meeting Feb 23rd                     | Approve Minutes | Carla Gustafson | 5 m |
| <b>D.</b> | 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 5:46 PM

|           |                                 |      |                  |      |
|-----------|---------------------------------|------|------------------|------|
| <b>A.</b> | Executive Director Presentation | Vote | LynAnn Kovalesky | 10 m |
|-----------|---------------------------------|------|------------------|------|

- Enrollment Update
- Consider Parent Handbook change to clarify that STEM Leadership has flexibility with following DCSD weather policy. Specifically, clarify that STEM Leadership has flexibility in calling Virtual School Day when DCSD calls for Delayed Start days.

## IV. KOSON Schools 5:56 PM

|           |  |         |              |      |
|-----------|--|---------|--------------|------|
| <b>A.</b> | CIO Update - Strategic Updates<br>Updates from Growth Task Force | Discuss | Matt Cartier | 20 m |
|-----------|--|---------|--------------|------|

|   | Purpose | Presenter        | Time           |
|---|---------|------------------|----------------|
| <b>B.</b> KOSON Core Values   | Vote    | Matt Cartier     | 10 m           |
| Present any updates to proposed KOSON Core Values presented at February meeting. Vote to confirm Board approval of final proposed KOSON Core Values.  |         |                  |                |
| <b>V. Board Committee Updates</b>   |         |                  | <b>6:26 PM</b> |
| <b>A.</b> Finance Committee Update  | Vote    | Darrell Lomelino | 10 m           |
| Present auditor recommendation for Board approval. Recommend continuing with Hinkle & Company.  |         |                  |                |
| <b>B.</b> Academic Excellence Committee   | Discuss | Ishmeet Kalra    | 20 m           |
| <ul style="list-style-type: none"> <li>• Status updates and presentation on MSU Aerospace Program</li> <li>• Presentation on proposed new Elementary Math Curriculum</li> </ul>   |         |                  |                |
| <b>C.</b> Governance Committee  | FYI     | Carla Gustafson  | 5 m            |
| <ul style="list-style-type: none"> <li>• Policy review - Board Policies for confirmation in April Meeting (consent agenda) <ul style="list-style-type: none"> <li>◦ Use of DCSD Policies</li> <li>◦ Policy Adoption Process</li> <li>◦ Board Training</li> <li>◦ Conflict of Interest</li> </ul> </li> <li>• Board Members - recruiting for Parent and Community Board members</li> </ul> |         |                  |                |
| <b>VI. Consent Agenda</b>   |         |                  | <b>7:01 PM</b> |
| <b>A.</b> Vote for Consent Agenda Items   | Vote    | Carla Gustafson  | 5 m            |
| 1. Confirm the following policies - no updates needed:  |         |                  |                |
| <ul style="list-style-type: none"> <li>• Equal Access to Facilities</li> <li>• Rights of Students to Organize</li> </ul>  |         |                  |                |
| 2. Clarify Fundraising Committee will proceed as a typical Board committee with 2 Board members, Greg Shick as chair and Carla Gustafson as participant. Public posting will no longer be required.   |         |                  |                |
| <b>VII. Public Comment</b>  |         |                  | <b>7:06 PM</b> |

|  | Purpose  | Presenter | Time            |
|--|--|-----------|-----------------|
| <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 <a href="mailto:communications@stemk12.org">communications@stemk12.org</a></p> |  |           |                 |
| A.   | Public Comment Sign up link  |           | 10 m            |
|  | <a href="https://forms.gle/AM9H5q4sfTKYmYSp6">https://forms.gle/AM9H5q4sfTKYmYSp6</a>  |           |                 |
| <b>VIII.</b>   | <b>Executive Session</b>   |           | <b>7:16 PM</b>  |
| A.   | Executive Session Discussions  | Vote      | Carla Gustafson |
|  |  |           | 60 m            |
|  | <p>The Board may vote to recess into executive session pursuant to C.R.S. § 24-6-402(4)(b) to obtain advice from the School's attorney related to specific legal questions regarding a lawsuit against the School, as well as pursuant to C.R.S. 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations and to instruct negotiators regarding the lawsuit against the School.</p> |           |                 |
| <b>IX.</b>   | <b>Resume Public Session</b>   |           | <b>8:16 PM</b>  |
| A.   | Possible board vote on settlement Agreement  | Vote      | Carla Gustafson |
|  |  |           | 5 m             |
| <b>X.</b>  | <b>Board of Director's Updates</b>   |           | <b>8:21 PM</b>  |
| A.   | Preview of Next Meeting  | FYI       | Carla Gustafson |
|  |  |           | 5 m             |
|  | <p>Next Month's Meeting:</p> <ul style="list-style-type: none"> <li>• Academic Excellence - Possible vote on MSU Aerospace Program and new Elementary Math Curriculum.</li> <li>• Finance - Present Preliminary 25/26 Budget and Vendor selections requiring Board approval</li> <li>• CIO Support and Evaluation - Present proposed CIO Contract renewal</li> </ul>   |           |                 |
| <b>XI.</b>   | <b>Closing Items</b>   |           | <b>8:26 PM</b>  |
| A.   | Adjourn Meeting  | Vote      | Carla Gustafson |
|  | Adjournment  |           |                 |

Purpose

Presenter

Time

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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.

# Coversheet

## Board Meeting Jan 27th

**Section:** II. Approve Meeting Minutes  
**Item:** A. Board Meeting Jan 27th  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board Meeting - Special Meeting on January 27, 2025

APPROVED



## STEM School Highlands Ranch

### Minutes

#### Board Meeting - Special Meeting

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**Date and Time**

Monday January 27, 2025 at 5:30 PM

**Location**

Zoom Webinar

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**Public Session Access:**

Join from PC, Mac, iPad, or Android: <https://zoom.us/j/92529923330?pwd=250RjYQ9vVqq6vJzaEtcF3GRLPZ82u.1> Passcode:622747

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**Directors Present**

C. Gustafson (remote), D. Lomelino (remote), E. Quigley (remote), G. Shick (remote), G. Wing (remote), I. Kalra (remote), L. Davison (remote)

**Directors Absent**

K. Reyna, R. Lukez

**Ex Officio Members Present**

M. Cartier (remote)

**Non Voting Members Present**

M. Cartier (remote)

**Guests Present**

M. Pritchard (remote)

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

C. Gustafson called a meeting of the board of directors of STEM School Highlands Ranch to order on Monday Jan 27, 2025 at 5:32 PM.

## II. Executive Session

### A. Executive Session Discussions

E. Quigley made a motion to enter executive session: The Board may vote to recess into executive session pursuant to C.R.S. § 24-6-402(4)(b) to obtain advice from the School's attorney related to specific legal questions regarding a lawsuit against the School, as well as pursuant to C.R.S. 24-6-402(4)(e) to determine positions relative to matters that may be subject to negotiations and to instruct negotiators regarding the lawsuit against the School.

L. Davison seconded the motion.

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

#### Roll Call

G. Shick Aye  
L. Davison Aye  
E. Quigley Aye  
I. Kalra Aye  
C. Gustafson Aye  
G. Wing Aye  
R. Lukez Absent  
K. Reyna Absent  
D. Lomelino Aye  
KR joined 6:00pm

Executive Session went from 5:38 to 6:08 pm

## III. Public Session

### A. Possible board vote on items related to instructing settlement negotiators.

Public session resumed 6:10 pm. No vote necessary

## IV. Closing Items

### A. Adjourn Meeting

GS motioned to adjourn

GW second

Adjourned 6:11pm

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 6:11 PM.

Respectfully Submitted,  
I. Kalra

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# Coversheet

## Board Meeting Feb 4th

**Section:** II. Approve Meeting Minutes  
**Item:** B. Board Meeting Feb 4th  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board of Director's Meeting on February 4, 2025

APPROVED



## STEM School Highlands Ranch

### Minutes

#### Board of Director's Meeting

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**Date and Time**

Tuesday February 4, 2025 at 5:30 PM

**Location**

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

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

Please click this URL to join. [https://zoom.us/j/96916599576?](https://zoom.us/j/96916599576?pwd=3FbC4D1oROtEaq1eZXVvPwWnRc2lY.1)

[pwd=3FbC4D1oROtEaq1eZXVvPwWnRc2lY.1](https://zoom.us/j/96916599576?pwd=3FbC4D1oROtEaq1eZXVvPwWnRc2lY.1)

Passcode: 631204

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**Directors Present**

C. Gustafson, D. Lomelino, E. Quigley, G. Shick, G. Wing, I. Kalra, R. Lukez

**Directors Absent**

K. Reyna, L. Davison

**Ex Officio Members Present**

M. Cartier

**Non Voting Members Present**

M. Cartier

**Guests Present**

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A. Westfall, Gordon Mosher, L. Kovalesky, Laurie Veldhuizen, Sean Milner

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

C. Gustafson called a meeting of the board of directors of STEM School Highlands Ranch to order on Tuesday Feb 4, 2025 at 5:37 PM.

### C. Pledge of Allegiance

### D. Reciting of the Mission Statement

Gordon Mosher updated the BOD with changes and updates to DCSD in the next year.

## II. Approve Meeting Minutes

### A. Board Meeting Jan 7th

R. Lukez made a motion to approve the minutes from Board of Director's Meeting on 01-07-25.

G. Shick seconded the motion.

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

#### Roll Call

|              |         |
|--------------|---------|
| K. Reyna     | Absent  |
| E. Quigley   | Abstain |
| C. Gustafson | Aye     |
| I. Kalra     | Abstain |
| R. Lukez     | Aye     |
| L. Davison   | Absent  |
| D. Lomelino  | Aye     |
| G. Shick     | Aye     |
| G. Wing      | Aye     |

### B. Board Meeting Jan 21st

I. Kalra made a motion to approve the minutes from Board Meeting - Working Session on 01-21-25.

E. Quigley seconded the motion.

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

#### Roll Call

|             |         |
|-------------|---------|
| E. Quigley  | Aye     |
| G. Wing     | Aye     |
| D. Lomelino | Abstain |

**Roll Call**

- R. Lukez Aye
- C. Gustafson Aye
- K. Reyna Absent
- L. Davison Absent
- I. Kalra Aye
- G. Shick Aye

**C. Advancement Committee Meeting Sep 24, 2024**

Will table till next meeting because some Advancement Committee Members not present

**III. STEM School Highlands Ranch Updates**

**A. Executive Director Presentation**

Enrollment update- Enrollment is down 5 students for 2nd semester. But with transfers we are expecting in, there is not a significant change from 1,395. There are 540 Open Enrollment Applications for 2025-26.

Immigration Law Updates- Protocol for STEM

-Trauma informed care will be provided to students, staff and families in need.

Virtual Delay Update

- There was a Parent, Staff and Student Survey sent out. Results will be reviewed in SAC and Academic Excellence Committees.

**B. Student Government Update**

Student Government 2025 Officers:

- President- Auburne Mauger
- Vice President- Kylie Pautler
- Secretary- Colette rubin
- Treasurer- Maya Thatcher
- Student Outreach- Evan Choi
- OAL - Maggie Nelson

Student government shared past and upcoming events.

**IV. KOSON Schools**

**A. CIO Update - Strategic Updates**

M. Cartier shared updates on growth strategy within Douglas County School District.

**B.**

## **Presentation on KOSON Core Values**

Why - Mission

How - Distinctives, Culture

What - Incredible STEM School

The team worked on finding out core values together over a series of meetings in hopes to be implemented in the 2025-26 School Year:

July - Leadership Team Brainstorm

August / September - Faculty / Staff Input

September - December - Task Force Consolidation and Wordsmith

January - Presentation to Faculty and Staff

February - Presentation to Board

March - Proposed Approval from Board

March - June - Incorporate in Hiring Procedures and Replication Application

August - Incorporate in Training Procedures

25-26 School Year - Incorporate in Evaluations

Culture is built through Core values.

9 main values build the Foundation of who we are and where our focus is:

Student Centric -Prioritizing the Best Interest of Students

Community- Stronger Together

Integrity- Do Right, Always

Stability- Rooted in Resilience

Growth- Embrace challenges

Innovation- Never stop Innovating

Stewardship- Dedicated to Making a Positive Difference

Excellence - Mastery in Motion

Fun- Makes the Team Work

Our next step (after BOD approval) is to create a one pager for each value and show what this really means and how to implement. This will be turned into a booklet which will be shared in our staffing materials. This is why we are asking for BOD input and a BOD vote.

Request for Board approval of Core Values in March Meeting

## **V. Board Committee Updates**

### **A. CIO Support and Evaluation**

Erin Quigley and Kelly Reyna present the CIO Mid Year Evaluation Report for approval.

Goal for this year: Establish systems that empower contributors of the Strategic Plan to support achieving the objectives and focus areas for these priority areas: Identity, Experience, and Growth.

Commendations:

Strategic plan

Reduction in staff attrition

Enrollment

Bottom-up budget rebuild

Developing the board

Proactive comms to board

Focus on the strategic growth plan of replicating

Opportunities

CIO to provide the Board with more visibility into:

- Progress on CIO goals

- Organization of school (org chart w/ roles & responsibilities outlined)

Board and CIO to work together to develop more clarity on how to report progress

D. Lomelino made a motion to approve the summary of the CIO Mid Year Evaluation Report.

G. Shick seconded the motion.

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

## **B. Setup new Expansion/Replication Task Force**

R. Lukez made a motion to Approve establish the Growth Task Force with Greg Shick as chair and Darrell Lomelino as the 2nd Board Member on Task Force.

G. Wing seconded the motion.

Growth Task Force will focus on expansion and replication efforts. Carla requests one pager for each committee

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

## **C. Finance Committee Update**

One thing to Bring to the BOD attention: Fund 43 is a seperate account or accounting treatment of excess money that we bring in. The main difference is that it gives us flexibility to use it as needed. Darrell thinks this would be a smart account to implement moving forward.

Board Q & A followed

Software Updates- We are looking into 2 solid vendors to provide a more robust finance and HR platform - looking to implement in Jan 2026.

Sean Milner shared the Revenue and Expenditure analysis percent to date data, 2nd Qtr reporting and current state of Finances.

#### **D. Finance Committee - Approve Vendor Contract**

Subject came up after finance committee

Five year contract (might have a TABOR issue, but as long as it has an opt out option)

CRM need highlighted by staff; FinalSite is recommended by staff to meet the needs in one solution (need enhanced capability than what the district has). It has been vetted thoroughly by multiple staff members. Staff has negotiated custom website integration and will enhance

Might be able to use bond year - waiting to hear back from DCSD

Discussion around additional capabilities and add-ons

G. Shick made a motion to Approve FinalSite and the Website platform host.

R. Lukez seconded the motion.

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.

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

#### **E. Staff Handbook Update and Approval**

There was just a typo and some formatting that needed to be corrected, there were also pages with a floating line.

Add the one pager of the values into the staff handbook in the future.

Every Dec/Jan will be future timeline for approving staff handbook

I. Kalra made a motion to to approve the staff handbook.

E. Quigley seconded the motion.

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

#### **F. Parent Handbook Updates**

Last approved in June 2024

Will see an updated version in Spring 2025

#### **G. Governance Committee - Policy Review**

Board Policies for confirmation in March Meeting (consent agenda)

- Equal Access to Facilities

- Rights of Students to Organize

#### **H. Class A Parent Election Plan**

Information was shared with the parent community, SAC Meeting and PTO Meeting, asking for parents to submit their information.

4/1-4/21 - Candidate Submissions

By 4/25 - Candidate Voter Book published

4/27-5/4 - Election

5/5-5/9 - Results announced

The June Board meeting will be when we ratify the results of the parent election for the 3 year term.

## VI. Consent Agenda

### A. Vote for Consent Agenda Items

E. Quigley made a motion to Change Advancement Committee to more focused purpose as Fundraising Committee with Greg Shick as chair.

R. Lukez seconded the motion.

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

## VII. Public Comment

### A. Public Comment Sign up link

No public comment

## VIII. Board of Director's Updates

### A. Preview of Next Meeting

February Meeting:

- 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

Future Meetings

- New Bylaws (beginning of next school year)
- Academic Excellence Committee

## IX. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:13 PM.

Respectfully Submitted,

I. Kalra

Motioned by Gina, Second by Greg, passes unanimously

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### Documents used during the meeting

- February Board Presentation 24\_25.pdf
- 2\_4\_25 board meeting slides .pdf
- Board Presentation 20240204.pdf
- Slides\_for\_Meeting\_\_CIO\_Mid-Year\_Check-In\_Presentation.pdf
- 2nd Quarter Finance Presentation.pdf
- Staff Handbook Presentation - Feb.pdf
- 2024-25 STEM Staff Handbook - Final.pdf
- Parent Student Handbook Updates from July 2024.pdf
- Parent Election Plan.pdf

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# Coversheet

## Board Meeting Feb 23rd

**Section:** II. Approve Meeting Minutes  
**Item:** C. Board Meeting Feb 23rd  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board Meeting - Special Meeting on February 23, 2025

APPROVED



## STEM School Highlands Ranch

### Minutes

#### Board Meeting - Special Meeting

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**Date and Time**

Sunday February 23, 2025 at 5:00 PM

**Location**

Zoom Webinar

**Public Session Access:**

Join from PC, Mac, iPad, or Android:

<https://zoom.us/j/98440628006?pwd=icM5WSq6QMbVuvZkSdM98koa3ic1S8.1>

Passcode:709910

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**Directors Present**

C. Gustafson (remote), E. Quigley (remote), G. Shick (remote), G. Wing (remote), K. Reyna (remote)

**Directors Absent**

D. Lomelino, I. Kalra, L. Davison, R. Lukez

**Ex Officio Members Present**

M. Cartier (remote)

**Non Voting Members Present**

M. Cartier (remote)

**Guests Present**

M. Pritchard (remote)

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## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

C. Gustafson called a meeting of the board of directors of STEM School Highlands Ranch to order on Sunday Feb 23, 2025 at 5:02 PM.

Carla noted that Linda Davison resigned from the Board earlier today.

## II. Executive Session

### A. Executive Session Discussions

G. Shick made a motion to adjourn into Executive Session for the stated reason at 5:05 pm.

K. Reyna seconded the motion.

The Board may vote to enter into executive session pursuant to C.R.S. § 24-6-402(4) (b) to conference with the School's attorney for the purposes of receiving legal advice related to issues regarding allegations against a former employee.

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

#### Roll Call

R. Lukez Absent

K. Reyna Aye

L. Davison Absent

I. Kalra Absent

E. Quigley Aye

G. Wing Aye

C. Gustafson Aye

D. Lomelino Absent

G. Shick Aye

Executive Session participants included the present Board Members, Matt Cartier, Tim Farmer, LynAnn Kovalesky, and Brian Chaput.

Executive Session went from 5:07 pm to 6:18 pm.

## III. Closing Items

### A. Adjourn Meeting

Public session restarted at 6:20 pm with present Board members, Matt Cartier, and Mike Pritchard.

G. Shick made a motion to Adjourn the meeting.

E. Quigley 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 6:21 PM.

Respectfully Submitted,  
C. Gustafson

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# Coversheet

## Advancement Committee Meeting Sep 24, 2024

**Section:** II. Approve Meeting Minutes  
**Item:** D. Advancement Committee Meeting Sep 24, 2024  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Advancement Committee Meeting on September 24, 2024

APPROVED



## STEM School Highlands Ranch

# Minutes

## Advancement Committee Meeting

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### Date and Time

Tuesday September 24, 2024 at 6:30 PM

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### Location

Zoom - <https://zoom.us/j/92409326632?pwd=BC3qILXvD9XDQwH6A2VKaBv4HnnNh8.1>

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### Committee Members Present

C. Gustafson (remote), G. Shick, K. Reyna (remote), L. Davison (remote)

### Committee Members Absent

D. Lomelino, E. Quigley, G. Wing, I. Kalra, M. Cartier, R. Lukez

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## I. Opening Items

### A. Record Attendance / Brief Introductions

### B. Call the Meeting to Order

G. Shick called a meeting of the Advancement Committee of STEM School Highlands Ranch to order on Tuesday Sep 24, 2024 at 6:35 PM.

## II. Advancement

### A. Committee Purpose and Structure - Review Purpose Document

Reviewed one pager – no questions from attendees

### B.

### **Solidify strategic plan document submission for October Board vote**

Determined that best submission for board review was slides 12-13 & 20 from Matt Cartier's strategic plan doc

#### **C. Open forum for questions / comments on strategic plan**

Discussed objective of strategic plan and answered various questions

#### **D. Review sub-committee structure and assignments**

- **Events** – Aaron J. / Monica N. / Steve I.
- **Growth Advisory** – Alisa J. / Carla G.
- **Marketing** – Kelly R.

### **III. Closing Items**

#### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:37 PM.

Respectfully Submitted,  
G. Shick

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# Coversheet

## Executive Director Presentation

**Section:** III. STEM School Highlands Ranch Updates  
**Item:** A. Executive Director Presentation  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** March Board Presentation 24\_25.pdf

# ED Presentation

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March 4th, 2025

*LynAnn Kovalsky, Executive Director*

# UPDATES

# 2024 - 25 Enrollment

| Elementary | Middle   | High     | Total      | Potential |
|------------|----------|----------|------------|-----------|
| 509 (0)    | 466 (-1) | 411 (-2) | 1,386 (-4) | 1,388     |

| Elementary School |     |
|-------------------|-----|
| Kinder            | 74  |
| First             | 65  |
| Second            | 77  |
| Third             | 96  |
| Fourth            | 80  |
| Fifth             | 117 |

| Middle School |     |
|---------------|-----|
| Sixth         | 130 |
| Seventh       | 163 |
| Eighth        | 173 |

| Pending Enrollments |   |
|---------------------|---|
| Extended Absences   | 1 |
| S2 Transfers - In   | 1 |
| S2 Transfers - Out  | - |

| High School |     |
|-------------|-----|
| Ninth       | 114 |
| Tenth       | 103 |
| Eleventh    | 95  |
| Twelfth     | 87  |
| 13/14       | 12  |

Data - IC Student Enrollment Summary Report 2/26/2025 + 2024-25 Admin Transfers; ( ) Net change from prior month.

# 2025 - 26 Open Enrollment Numbers - Projections

| Elementary | Middle | High | Total | Net Increase |
|------------|--------|------|-------|--------------|
| 548        | 503    | 436  | 1,486 | 87 (6%)      |

| Elementary School |     |
|-------------------|-----|
| Kinder            | 93  |
| First             | 87  |
| Second            | 76  |
| Third             | 89  |
| Fourth            | 111 |
| Fifth             | 91  |

| Middle School |     |
|---------------|-----|
| Sixth         | 166 |
| Seventh       | 181 |
| Eighth        | 156 |

| Open Enrollment - New Enrolled |            |
|--------------------------------|------------|
| Round 1                        | 201        |
| Round 2 (2/27/2025)            | 84         |
| <b>Total</b>                   | <b>285</b> |

| High School |     |
|-------------|-----|
| Ninth       | 127 |
| Tenth       | 107 |
| Eleventh    | 99  |
| Twelfth     | 93  |
| 13/14       | 10  |

Projections as of 2/27/2025 - Based on 7% attrition.

# Request to change the Student and Parent Handbook

Due to the unique operations of a charter school, the following procedures are used to determine how to best deliver instruction in the case of inclement weather. The executive director **MAY** implement virtual learning, a delayed start or school closure as necessary. The executive director **MAY** follow the closing procedures set forth for the Douglas County Highlands Ranch Feeder Area or make a decision that best suits the needs of our community.

## **Delayed Openings/Virtual Learning Days**

If Douglas County Schools calls a Late Start day **due to snow and/or icy roads**, STEM **MAY** implement a Virtual School Day with 20% of the learning in each class will be synchronous.

Elementary school students will have 20% of math and ELA synchronous. The school building will be closed to students. Parents will be notified via IC.

If Douglas County Schools calls a Late Start day **due to cold temperatures**, STEM **MAY** elect to run a normal school day with standard start and end times and/or implement a delayed start.

# Academic Committee

## Aerospace Update

MSU AES- 1010- Aviation and Aerospace Operations- 17 students

MSU AES- 1040- Intro to Unmanned Aircraft System - 15 students

STEM School Highlands Ranch newest potential classes and partnership with the Aviation and Aerospace Science department at Metropolitan State University of Denver.

Students may take MSU Denver courses in Aerospace without leaving STEM's campus. These classes will allow students to complete foundational Aerospace courses at little to no cost to families, with guaranteed transfer credits applicable toward continued education at MSU Denver.

# Academic Committee

## MSU Response to the question are you planning on adding an Aerospace Engineering Degree....

MSU Denver does not have an aerospace engineering degree. We are currently in the final approval stages of establishing a new degree titled 'Aerospace Systems & Mission Design', expecting to 'go live' in Fall 2025 within the aviation and aerospace science department. Students who attain a Bachelor of Science degree with a major in Aerospace Systems and Mission Design will be equipped with a solid foundation in technical and operational concepts along with associated technology to support a career working with aerospace systems. The curriculum is underpinned with a comprehensive foundation of scientific principles to support students interested in overall space mission conceptualization, design and integration of space systems, and spaceflight mission operations and support throughout the entirety of the life cycle.

If the student is solely interested in the design of components, etc., and not the holistic aerospace ecosystem, then there are programs in the engineering department that can be explored.

# Coversheet

## CIO Update - Strategic Updates

**Section:** IV. KOSON Schools  
**Item:** A. CIO Update - Strategic Updates  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Growth Task Force Presentation 20250304.pdf

March 4, 2025

# Growth Task Force

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# Who is on the team?

**Greg Shick**

Board Member - Task Force Chair

**Sean Milner**

Chief Financial Officer

**Katie Hummer**

Kin Commercial

**Matt Cartier**

Chief Innovation Officer

**LynAnn Kovalesky**

Executive Director

**Mason Tanner**

Kin Commercial

**Darrell Lomelino**

Treasurer

**Laurie Veldhuizen**

Enrollment and Engagement  
Director

**Matt O'Meara**

Choice Advisors

# Process Update

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As opportunities arise that are in line with our strategic plan, the growth task force decides as a group whether or not to pursue next steps to gather due diligence information

If the team decides to move forward, the CIO and CFO are given latitude to present offers, research, and engage in conversations that are non-binding.

After initial round of communications and information gathering are complete the task force decides if it would like to move forward or not.

If the group decides to move forward, then group will prepare a presentation for the board to review, discuss, and vote on prior to entering into any binding agreements.

# Updates

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- DCSD Replication LOI and Potential Application
- Evolution of Growth Strategy
- Architect of Record

# Next Steps

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- Matt and Greg to complete a purpose document to submit to board for review and board approval.
- Research and due diligence is being done on two potential opportunities.



# Coversheet

## KOSON Core Values

**Section:** IV. KOSON Schools  
**Item:** B. KOSON Core Values  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Board\_Presentation\_20240204 KOSON Core Values.pdf

February 4, 2025

# CIO Board Presentation

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# Agenda Item

## Core Values

# MISSION, VISION, & VALUES



# Who We Are

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**Why - Mission**

**How - Distinctives, Culture**

**What - Incredible STEM School**

## Mission:

Never Stop Innovating

## Vision:

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.

## Our Why: thrive, lead and succeed

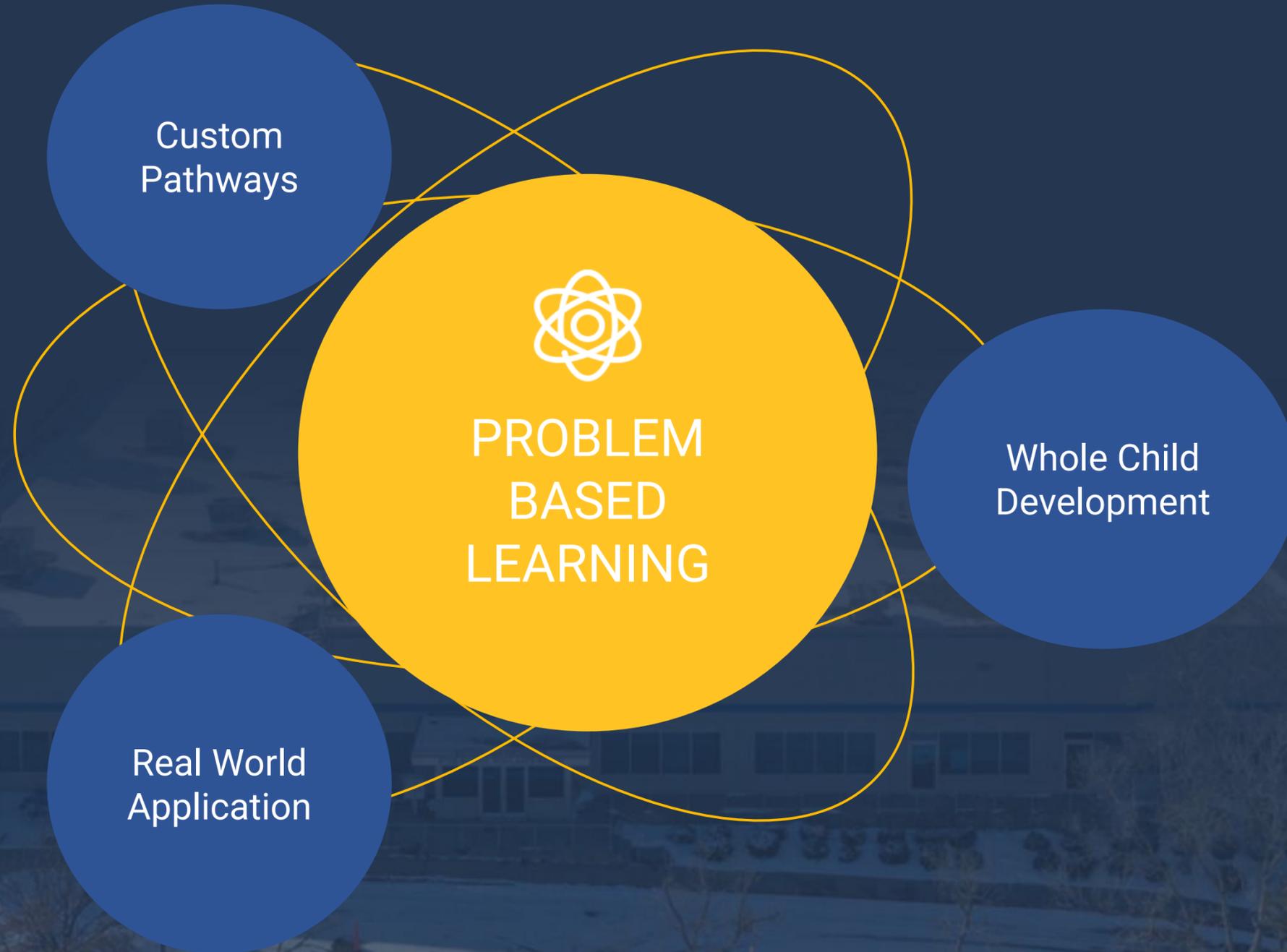


It is important that all of the employees are thriving, leading and succeeding in lives, homes, and careers because the employees are important.



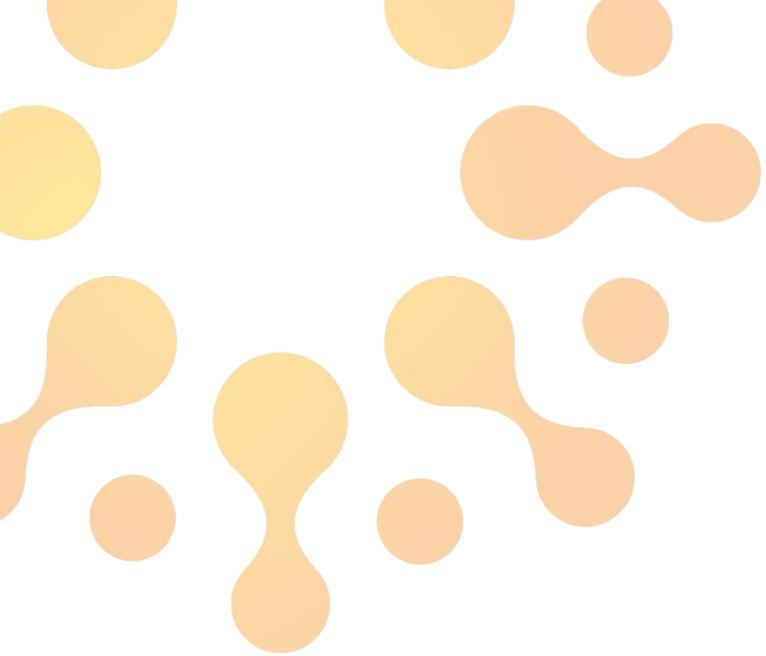
It is important that all of our students are thriving, leading and succeeding their lives, friendships, and their education because they are important and they are why we are all doing what we do!

**How:** Problem-Based Learning is at the core of our program model...

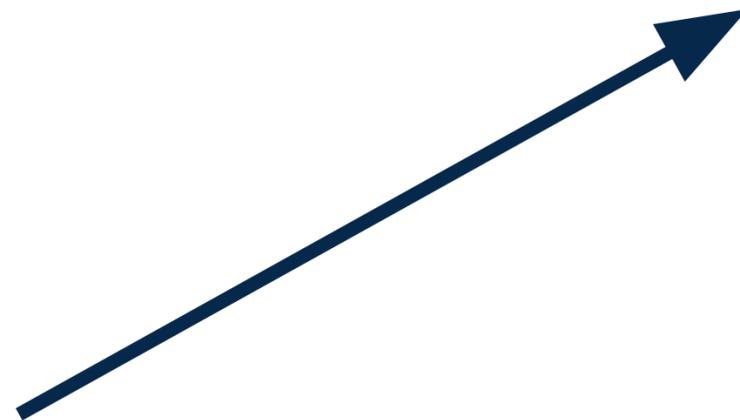




Another  
Important  
How → Culture



# Core Values



# How Is Culture Built?

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**Request:** Board Approval of Core Values in March Board Meeting

## Core Values Development Process:

July - Leadership Team Brainstorm

August / September - Faculty / Staff Input

September - December - Task Force Consolidation and Wordsmith

January - Presentation to Faculty and Staff

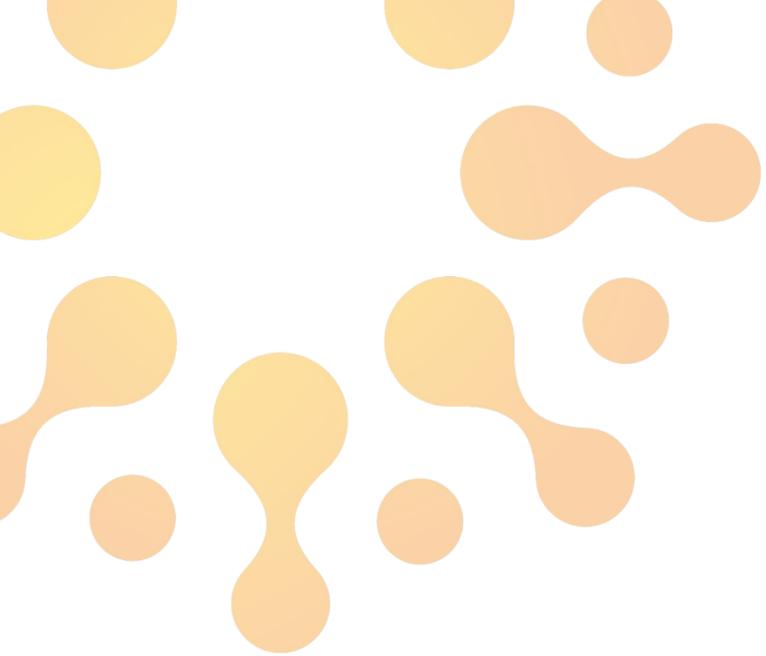
February - Presentation to Board

March - Proposed Approval from Board

March - June - Incorporate in Hiring Procedures and Replication Application

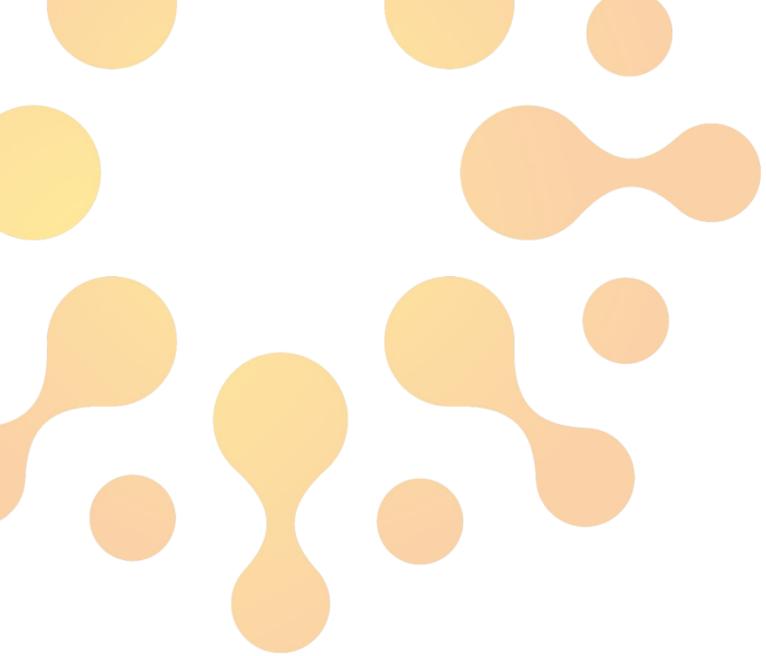
August - Incorporate in Training Procedures

25-26 School Year - Incorporate in Evaluations



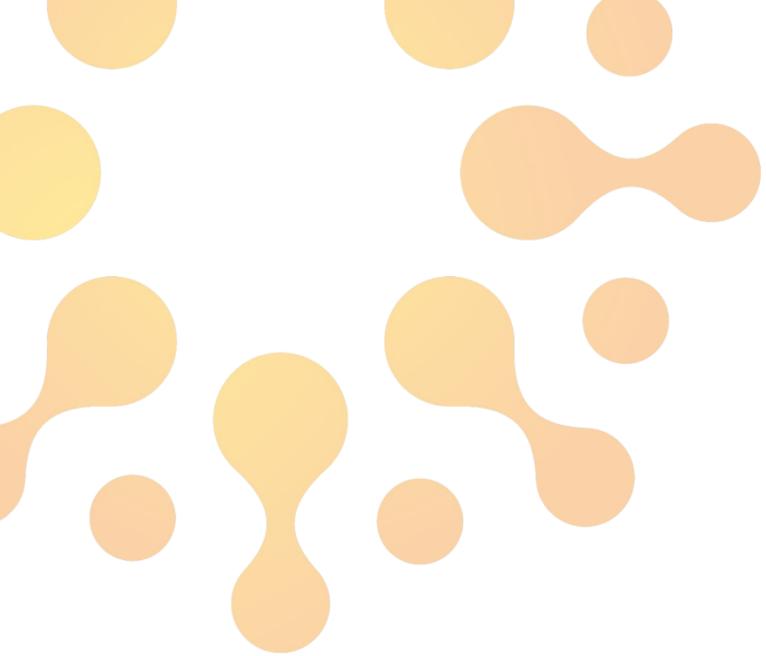
# **Student Centric**

Prioritizing the Best Interest of Students



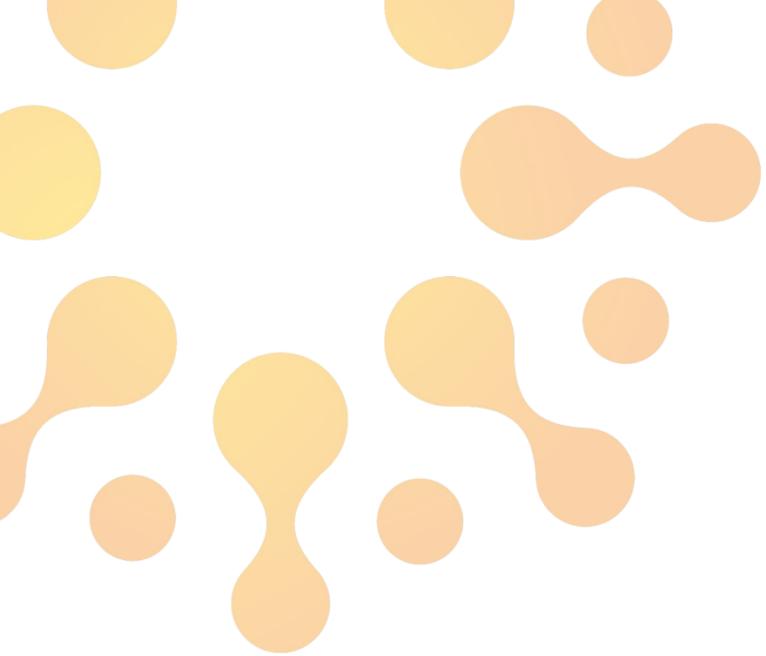
# Community

## Stronger Together



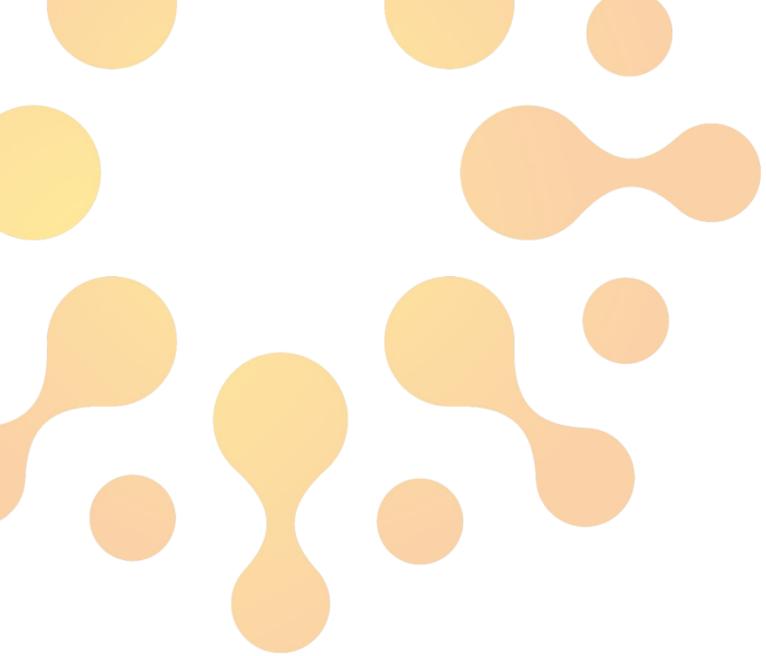
# **Integrity**

## Do Right, Always



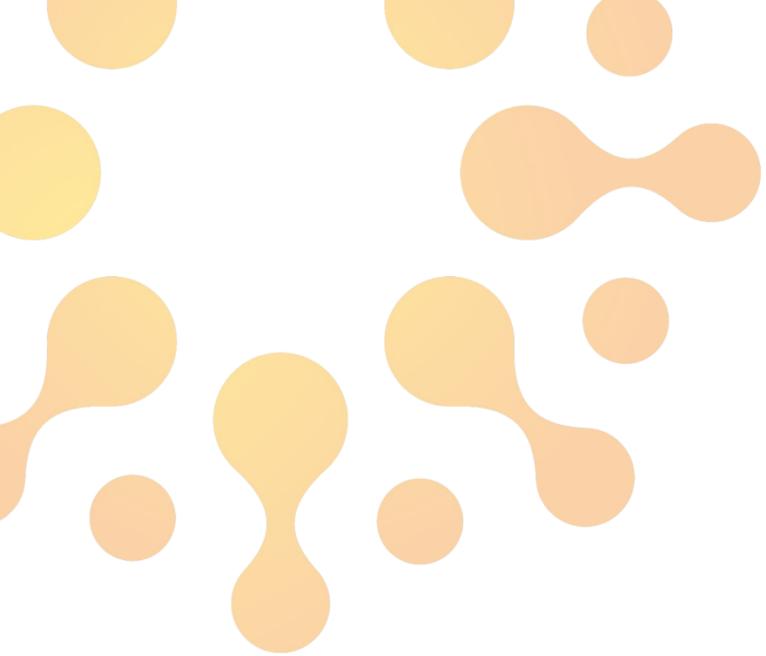
# Stability

## Rooted in Resilience



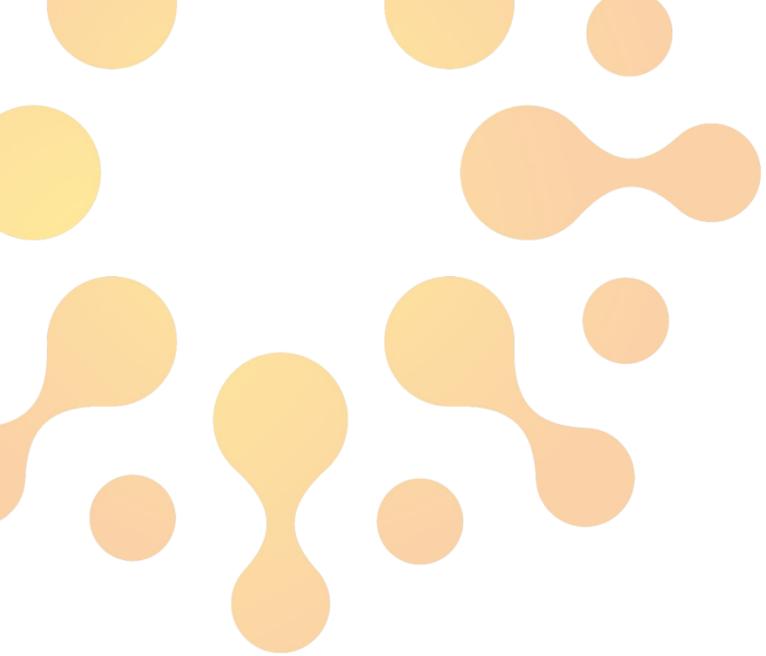
# **Growth**

## Embrace Challenges



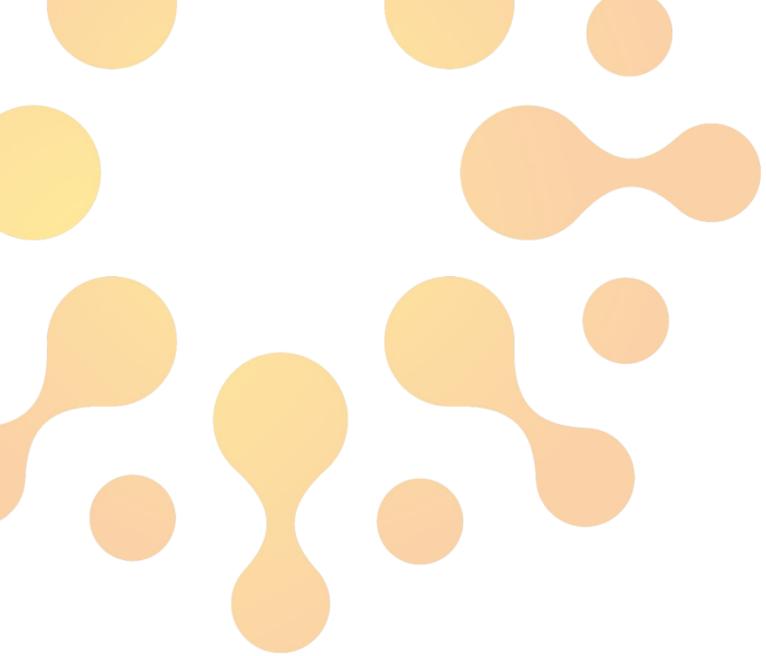
# **Innovation**

## Never Stop Innovating



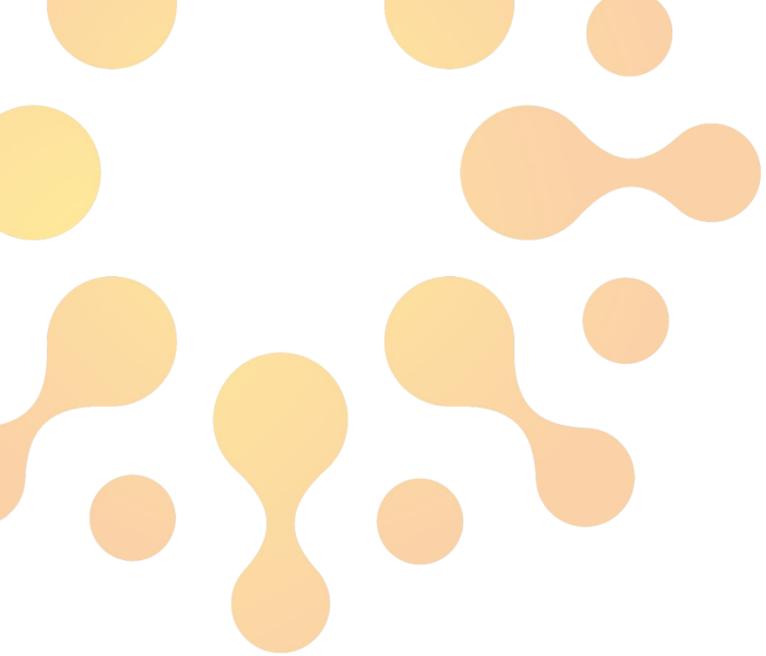
# Stewardship

Dedicated to Making a Difference



# **Excellence**

## Mastery In Motion



**Fun**

It Makes the Team Work

# WHAT DO WE DO? WHAT KIND OF BUSINESS ARE WE?

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STEM School Highlands Ranch is the premier K-12 STEM school in the Mountain West dedicated to cultivating future leaders who do good in the world.

# Coversheet

## Academic Excellence Committee

**Section:** V. Board Committee Updates  
**Item:** B. Academic Excellence Committee  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Mathematics Curriculum Pilot.pdf

# MATHEMATICS CURRICULUM PILOT

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# WHY NOW?

Each year, the Elementary School at STEM School Highlands Ranch examines results from the Colorado Measures of Academic Success (CMAS) and the i-Ready Diagnostic. Mathematics, specifically Reasoning and Modeling, consistently emerge as a priority.

Currently, the Elementary School at STEM School Highlands Ranch uses Eureka Math by Great Minds, a curriculum developed in 2012. Although Eureka Math is still supported by Great Minds, Great Minds considers it to be outdated. Great Minds encourages the exploration of new curricula more recently developed using the most current research.

# HOUSE BILL 23-1231

House Bill 23-1231, known as Improving Mathematics Outcomes in K-12, was introduced to the Colorado General Assembly on March 7, 2023 and signed into law on May 15, 2023. This act requires the Colorado Department of Education (CDE) to provide free evidence-informed practices in mathematics training for both elementary and secondary educators and to identify and publish a list of evidence-informed curricula, assessments, and intervention.

House Bill 23-1231, prompted the Elementary School at STEM School Highlands Ranch to enroll in the free evidence-informed practices in mathematics training and to critically examine current curricula, assessments, and intervention to ensure the use of high-quality instructional materials.

# PROBLEM

Eureka Math, no longer meets the needs of our teachers, students, and caregivers nor does it support our Mission, Vision, and Strategic Plan.

# SOLUTION

Adoption of a new mathematics curriculum that meets the needs of our teachers, students, and caregivers and supports our Mission, Vision, and Strategic Plan.

# MATHEMATICS CURRICULUM PILOT

To address our Problem and Solution, a mathematics curriculum pilot was designed, implemented, and evaluated.

# TEAM

A team was established to lead, implement, evaluate, and make decisions regarding the mathematics curriculum pilot. This team met frequently to engage in opportunities for support and reflection, including curricular professional development and instructional coaching.

|                     |                            |
|---------------------|----------------------------|
| <b>KINDERGARTEN</b> | <b>PAMELA TAYLOR</b>       |
| <b>FIRST GRADE</b>  | <b>STEPHANIE SCHIFFMAN</b> |
| <b>SECOND GRADE</b> | <b>ERICA WILKERSON</b>     |
| <b>THIRD GRADE</b>  | <b>KATE JACKSON</b>        |
| <b>FOURTH GRADE</b> | <b>JULIANA BROST</b>       |
| <b>FIFTH GRADE</b>  | <b>MARNI GUSICH</b>        |

# MATERIALS

Materials for the mathematics curriculum pilot were selected from a list of evidence-informed curricula published by the Colorado Department of Education (CDE). Considerations for selection included EdReport ratings, publication dates, use by Douglas County School District RE-1, and grade span.

Open Up Resources, Eureka Math<sup>2</sup>, and enVision Mathematics were considered. Eureka Math<sup>2</sup>, and enVision Mathematics were selected.

# TIMELINE

|                           |   |
|---------------------------|---|
| <b>NOVEMBER 3, 2023</b>   | <b>EUREKA MATH TRAINING</b>             |
| <b>FEBRUARY 6, 2024</b>   | <b>EUREKA MATH<sup>2</sup> TRAINING</b> |
| <b>FEBRUARY 7, 2024</b>   | <b>EUREKA MATH<sup>2</sup> TRAINING</b> |
| <b>APRIL 26, 2024</b>     | <b>MEETING</b>                          |
| <b>JULY 29, 2024</b>      | <b>ENVISION MATHEMATICS TRAINING</b>    |
| <b>SEPTEMBER 20, 2024</b> | <b>ENVISION MATHEMATICS TRAINING</b>    |
| <b>NOVEMBER 1, 2024</b>   | <b>MEETING</b>                          |
| <b>FEBRUARY 14, 2025</b>  | <b>MEETING</b>                          |

# EVALUATION

Collective data analysis was utilized for evaluation of the mathematics curriculum pilot. The team participated in independent evaluation, followed by evidence-based conversations.

# RESULTS

It is the recommendation of the team that enVision Mathematics be adopted as the new mathematics curriculum, as it best meets the needs of our teachers, students, and caregivers and best supports our Mission, Vision, and Strategic Plan.

# ENVISION MATHEMATICS

## QUOTE FOR EUREKA SQUARED (1 YEAR QUOTE)

[STEM School Highlands](#)

[Ranch-2024-EM2-PrintDig-GrK-5-New-Extended\\_Tuesday, January 16, 2024 136 PM \(1\).pdf](#)

## QUOTE FOR ENVISION MATH (3 YEAR QUOTE)

[3-year STEM School\\_enVision\\_Math\\_k-5 \(1\).pdf](#)

# Coversheet

## Vote for Consent Agenda Items

**Section:** VI. Consent Agenda  
**Item:** A. Vote for Consent Agenda Items  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Policy\_Equal Access to Facilities\_2023.pdf  
Policy\_Rights of Students to Org\_2022.pdf

## *Equal Access to Facilities Policy*

### STEM SCHOOL HIGHLANDS RANCH POLICY Equal Access to Facilities

#### I. PURPOSE

The purpose of this policy is to implement the Equal Access Act, 20 U.S.Code Section 4071-4074 (Equal Access Act), by granting equal access to school facilities for students who wish to meet for religious, political, or philosophical purposes during non-instructional time.

#### II. POLICY

A. It is the policy of STEM not to deny equal access or a fair opportunity to, or to discriminate against, any student who wishes to conduct a meeting using STEM facilities, on the basis of the religious, political, philosophical, or other content of the speech at such meeting.

B. Because STEM allows non-curriculum related student groups to meet on school premises during non-instructional time, STEM has created a limited open forum for students enrolled in the school. Therefore non-curriculum-related student groups shall have equal access and a fair opportunity to conduct meetings during non-instructional time.

C. Student use of facilities under this policy does not imply STEM sponsorship, approval, or advocacy of the content of the expression at such meetings.

D. STEM retains its authority to maintain order and discipline on school premises, to protect the well being of students and faculty, and to assure that attendance of students at meetings is voluntary.

E. In adopting and implementing this equal access policy, STEM will not:

- influence the form or content of any prayer or other religious activity;
- require any person to participate in prayer or other religious activity;
- expend public funds beyond the incidental cost of providing the space for student-initiated meetings;
- compel any school agent or employee to attend a school meeting if the content of the speech at the meeting is contrary to the beliefs of the agent or employee;
- sanction meetings that are otherwise unlawful;
- limit the rights of groups of students based on the size of the group;
- abridge the constitutional rights of any person.

#### III. DEFINITIONS

"Limited open forum" means that the school grants an offering to or opportunity for one or more non-curriculum related student groups to meet on school premises during non-instructional time.

"Sponsorship" includes the act of promoting or leading a meeting. The assignment of a school employee for custodial, observation, or maintenance of order and discipline purposes does not constitute sponsorship of the meeting

### *Equal Access to Facilities Policy*

"Meeting" includes activities of student groups, which are permitted under a limited open forum and are not directly related to the school curriculum.

"Non-instructional time" means time set aside by the school before actual classroom instruction begins or after actual classroom instruction ends, including such other periods that occur during the school day when no classroom instruction takes place.

#### IV. FAIR OPPORTUNITY CRITERIA

STEM School shall uniformly provide that:

- A. Any meeting held pursuant to this policy is voluntary and student-initiated;
- B. There is no sponsorship of such meeting by STEM or STEM employees; and
- C. Such meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school.

#### V. PROCEDURES

A. Any student who wishes to conduct a meeting under this policy shall apply to a Director at least 48 hours in advance of the time of the activity or meeting. The student must agree to the following:

1. All activities or meetings must comply with existing policies, regulations, and procedures that govern operation of school-sponsored activities.

2. The activities or meetings are voluntary.

B. Student groups meeting under this policy must comply with the following rules:

1. Those attending must not engage in any activity that is illegal, dangerous, or which materially and substantially interferes with the orderly conduct of the educational activities of the school.

Such activities shall be grounds for discipline of an individual student and grounds for a particular group to be denied access.

2. The groups may not use any designation which implies school sponsorship or affiliation in any activity, including fundraising and community involvement.

3. The groups must comply with school policies, regulations and procedures governing school-sponsored activities.

C. Students applying for use of school facilities under this policy must provide the following information to a Director: time and date of meeting, estimated number of students in attendance, and special equipment needs.

D. The Director has responsibility to:

1. Keep a log of application information.

2. Find and assign a suitable room for the meeting or activity. The number of students in attendance will be limited to the safe capacity of the meeting space.

3. Note the condition of the facilities and equipment before and after use.

4. Assure proper supervision. Assignment of staff to be present in a supervisory capacity, where determined necessary, does not constitute school district sponsorship of the meeting or activity.

5. Assure that the meeting or activity does not interfere with the school's regular instructional activities.

E. The school shall not expend public funds for the benefit of students meeting pursuant to this policy beyond the incidental cost of providing space.

*Equal Access to Facilities Policy*

F. STEM employees or agents may not promote, lead, or otherwise sponsor meetings or activities held pursuant to this policy.

G. A copy of this policy and procedures shall be made available to each student who initiates a request to use school facilities.

Approved by the STEM School Board on 05/12/2023.  
(dd/mm/yyyy)

STEM School Highlands Ranch

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

Michelle Horne  
(Printed name, Board secretary)

Adopted: 2012

Revised: December 2023

*Equal Access to Facilities Policy*

**EQUAL ACCESS POLICY MEETING REQUEST FORM**

Name of student initiating request:

School:

Grade:

Home Room:

Date of Meeting:

Time:

Estimated number to attend :

Special Equipment needs:

STEM USE ONLY

Room assigned:

Condition of Facilities:

Staff (if any) assigned to supervise:

Notes:

*Right of Students to Organize Religious Groups and Activities Policy*

STEM SCHOOL HIGHLANDS RANCH POLICY  
Right of Students to Organize Religious Groups and Activities

I. PURPOSE

The purpose of this policy is to ensure that STEM School Highlands Ranch and its employees comply with the Equal Access Act, 20 U.S.C. section 4071 et seq., and that the School has a policy on viewpoint neutrality to fully implement the School's Equal Access to Facilities Policy.

II. POLICY

Students may organize prayer groups, religious clubs, "see you at the pole" gatherings, and other religious gatherings before, during, and after school to the same extent that students are permitted to organize other non-curricular student activities and groups. Religious groups shall be given the same access to school facilities and properties for assembling as is given to other non-curricular groups, without discrimination based on the religious content of the group's expression. Where deemed appropriate or necessary, the School may disclaim sponsorship of non-curricular groups and events, provided the disclaimer is administered in a manner that does not discriminate on the basis of viewpoint.

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