

# STEM SCHOOL

HIGHLANDS RANCH

STEM School Highlands Ranch

## Board of Directors Meeting

Monthly Meeting

Published on May 1, 2026 at 7:37 PM MDT

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### Date and Time

Tuesday May 5, 2026 at 5:30 PM MDT

### 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/95946455730?pwd=mFd7jeABtahZB41bD0bmpbpWx0nukZ.1>

Passcode: 771384

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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	Rudy Lukez	1 m
<b>D.</b>	Reciting of the Mission Statement	Darrell Lomelino	1 m

	Purpose	Presenter	Time
<p>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.</p>			
<b>E.</b>	Outgoing Board Member Appreciation Thank you to Rudy Lukez and Kevin Leung	Carla Gustafson	10 m
<b>II.</b>	<b>Approve Meeting Minutes</b>		<b>5:45 PM</b>
<b>A.</b>	Board Meeting April 7th	Approve Minutes Carla Gustafson	2 m
<b>B.</b>	Special Board Meeting April 22nd	Approve Minutes Carla Gustafson	2 m
<b>III.</b>	<b>Public Comment</b>		<b>5:49 PM</b>
<p>The STEM Board of Directors values community input via public comment. Members of our STEM community are invited to speak in person during this portion of the agenda. Registered speakers are allotted up to three (3) minutes to address the Board.</p> <ul style="list-style-type: none"> <li>• The Board does not respond to or debate public comments during the meeting. We are listening and your input has been noted for review.</li> <li>• 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></li> </ul>			
<b>A.</b>	Public Comment Sign up link		10 m
<p><a href="https://www.stemk12.org/fs/form-manager/view/d0951f5c-6a8f-424d-a7cf-3b453a0fc0bb">https://www.stemk12.org/fs/form-manager/view/d0951f5c-6a8f-424d-a7cf-3b453a0fc0bb</a></p>			

	Purpose	Presenter	Time
<b>IV. STEM School Highlands Ranch Updates</b>			<b>5:59 PM</b>
<b>A.</b> Student Government Spotlight	FYI	LynAnn Kovalesky	15 m
<b>B.</b> Student Advisory Committee Presentation Presentation on Student Culture Spring Survey Results	Discuss	LynAnn Kovalesky	15 m
<b>C.</b> Executive Director Update Executive Director LynAnn Kovalesky provides a general update.	Discuss	LynAnn Kovalesky	10 m
<b>D.</b> Parent Student Handbook and Fees Update Present proposed Handbook and Fees updates for 26/27 school year and Q&A	Discuss	LynAnn Kovalesky	15 m
<b>E.</b> Middle School Math Curriculum Motion to approve enVision Mathematics as new middle school math curriculum	Vote	Ishmeet Kalra	5 m
<b>V. KOSON Schools</b>			<b>6:59 PM</b>
<b>A.</b> CEO Update  • Strategic Planning Update • High School Relocation Update	Discuss	Matt Cartier	15 m
<b>B.</b> Preliminary 26/27 Budget Present Preliminary 26/27 Budget for Board Approval	Vote	Sean Milner	10 m
<b>C.</b> Homeschool Enrichment Handbook Present Homeschool Enrichment Handbook for Board approval	Vote	Matt Cartier	5 m
<b>D.</b> Enrollment Policy Updates Present Enrollment Policy Updates and Q&A	Discuss	Carla Gustafson	10 m
<b>E.</b> Board Member Parent Election Motion to accept election results, for new Class A board member, effective June 1, 2026 with term ending May 31, 2029	Vote	Carla Gustafson	5 m
<b>F.</b> New Community Members Approve the following Class B board members, effective June 1, 2026:	Vote	Carla Gustafson	5 m

	Purpose	Presenter	Time
<ul style="list-style-type: none"> <li>• Erin Quigley, term ending May 31, 2029</li> <li>• Ronalea Alleman, term ending May 31, 2029</li> <li>• Richard Asberry, term ending May 31, 2027</li> <li>• Collin West, term ending May 31, 2028</li> </ul>			
<b>VI. Consent Agenda</b>			<b>7:49 PM</b>
<b>A.</b> Vote for Consent Agenda Items None	Vote	Carla Gustafson	5 m
<b>VII. Board Committee Updates</b>			<b>7:54 PM</b>
<b>A.</b> Academic Excellence Committee Update	Discuss	Ishmeet Kalra	5 m
<b>B.</b> CIO Support & Evaluation Committee Update	Discuss	Erin Quigley	5 m
<b>C.</b> Finance Committee Update	Discuss	Darrell Lomelino	5 m
<b>D.</b> Governance Committee Update	Discuss	Carla Gustafson	5 m
<b>E.</b> Growth Task Force Update	Discuss	Kevin Leung	5 m
<b>VIII. Executive Session</b>			<b>8:19 PM</b>
<b>A.</b> Executive Session Discussions	Vote	Carla Gustafson	60 m
<p>The Board may vote to enter into executive session pursuant to CRS 24-6-402(4)(f)(I) for Personnel matters except if the employee who is the subject of the session has requested an open meeting, or if the personnel matter involves more than one employee, all of the employees have requested an open meeting. With respect to hearings held pursuant to the “Teacher Employment, Compensation, and Dismissal Act of 1990”, article 63 of title 22, C.R.S., the provisions of section 22-63-302 (7)(a), C.R.S., shall govern in lieu of the provisions of this subsection (4). Discussion of CIO end of year evaluation.</p>			
<b>IX. Resume Public Session</b>			

	Purpose	Presenter	Time
<b>X. Board of Director's Updates</b>			<b>9:19 PM</b>
<b>A. Preview of Next Meeting</b>	FYI	Carla Gustafson	5 m
Next Month's Meeting:			
<ul style="list-style-type: none"> <li>• Approve Student Parent Handbook/Fees for next year</li> <li>• Approve Enrollment Policy updates</li> <li>• CIO Support and Evaluation - Present and Approve CIO EOY Evaluation Summary</li> <li>• SAC Parent Survey Results update</li> <li>• Board officers for 25/26</li> </ul>			
Board Training - All day session June 12th			
<b>XI. Closing Items</b>			<b>9:24 PM</b>
<b>A. Adjourn Meeting</b>	Vote	Carla Gustafson	
Adjournment			

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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 April 7th

**Section:** II. Approve Meeting Minutes  
**Item:** A. Board Meeting April 7th  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board of Directors Meeting on April 7, 2026

APPROVED

# STEM SCHOOL

## HIGHLANDS RANCH

STEM School Highlands Ranch

### Minutes

Board of Directors Meeting

Monthly Meeting

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#### Date and Time

Tuesday April 7, 2026 at 5:30 PM

#### Location

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

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Join from PC, Mac, iPad, or Android: <https://zoom.us/j/95825391000?pwd=msnclVBra97QrHttP6dmqMTMcpbaV9.1>

Passcode:771384

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#### Directors Present

A. Campbell, C. Gustafson, C. Wroblewski, D. Lomelino, G. Wing, I. Kalra, K. Leung, R. Lukez

#### Directors Absent

E. Quigley

#### Guests Present

A. Cardinal, Chris Damour, L. Kovalesky, Laurie Veldhuizen (remote), M. Cartier, M. Pritchard

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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 Apr 7, 2026 at 5:31 PM.

DL showed up at 5:37pm

### **C. Pledge of Allegiance**

### **D. Reciting of the Mission Statement**

## **II. Approve Meeting Minutes**

### **A. Board Meeting March 3**

R. Lukez made a motion to approve the minutes from Board of Directors Meeting on 03-03-26.

A. Campbell seconded the motion.

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

## **III. Public Comment**

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

No public comment

## **IV. STEM School Highlands Ranch Updates**

### **A. National Honor Society Spotlight**

Students from NHS updated the Board on Wish Week Recap - very successful with games, prizes, and money raised and wishes granted/  
Taking lessons learned to start planning for next year

### **B. Executive Director Update**

Upcoming CMAS Testing 4/7-4/10

Early Release 4/10

Prom/After Prom 4/10

PSAT 4/16

STEM Showcase/Ignite 4/23

PD Day (4/24)

Hiring season - adding additional 2nd and 5th grade class

Enrollment Update - Looks good and will account for summer attrition, but projecting full enrollment next academic year

## **V. KOSON Schools**

### **A.**

### **Preliminary 26/27 Budget**

Updates by Sean Milner on budget for next year

Discussion around state budget and district budget decisions that need to be watched over next few weeks

### **B. Financial Auditor**

Recommendation for new auditor by Finance Committee (RFP process to 8-10 firms and interviews to narrow down candidates)

R. Lukez made a motion to Approve engaging with Adams Group as our new financial auditor.

I. Kalra seconded the motion.

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

### **C. CEO Update**

Discussion around Homeschool Update

- Pros and cons for homeschool vs. brick and mortar
- Long term and sustainable growth strategy

Discussion around HS Relocation Update

-Application submitted, timeline will be shared by Matt

Playground Update

-Moving forward with contractor

Update on STEM Student Showcase and Night to Ignite

-Brainstorming on how to increase parent and student engagement

### **D. Approve HS Relocation Application**

R. Lukez made a motion to Approve Charter Application to Littleton Public Schools for High School Relocation to Mineral Campus.

G. Wing seconded the motion.

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

### **E. Homeschool Enrichment Program**

### **F. Homeschool Enrichment Handbook**

### **G. New Cell Phone Policy**

I. Kalra made a motion to Approve Student Communication Devices Policy.

C. Wroblewski seconded the motion.  
The board **VOTED** unanimously to approve the motion.

#### **H. Board Bylaws Update**

R. Lukez made a motion to Approve the bylaws with an organizational board change to expand to 11 members and inclusive of the other previously discussed changes.  
C. Wroblewski seconded the motion.  
The board **VOTED** unanimously to approve the motion.

### **VI. Consent Agenda**

#### **A. Vote for Consent Agenda Items**

I. Kalra made a motion to approve consent agenda items.  
G. Wing seconded the motion.  
The board **VOTED** unanimously to approve the motion.

### **VII. Board Committee Updates**

#### **A. Academic Excellence Committee Updates**

Discussion around expanding EnVision to middle school 6-8

#### **B. CEO Support & Evaluation Committee Updates**

Following timeline as previously discuss. Executive session to discuss/review in May.

#### **C. Finance Committee Update**

New auditor recommendations already discussed earlier  
Getting ready for bond issuance pending LPS approval

#### **D. Governance Committee Update**

Board recruitment for expanded number of directors  
Update on parent election coming up in May

#### **E. Growth Task Force Update**

Update in board book

### **VIII. Board of Director's Updates**

#### **A. Preview of Next Meeting**

Upcoming special meeting, executive session in May  
Approving proposed budget

Updates on some policies and updates on handbook

## IX. Closing Items

### A. Adjourn Meeting

I. Kalra made a motion to adjourn the meeting.

R. Lukez seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 8:00 PM.

Respectfully Submitted,

I. Kalra

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### Documents used during the meeting

- April Board Presentation 25\_26.pdf
- Adopted Budget FY 26-27.pdf
- CEO Board Presentation 20260407.pdf
- STEM Homeschool Enrichment Handbook.pdf
- Policy\_Student Communication Devices\_2026.pdf
- Bylaws Update Presentation.pdf
- Koson\_STEM Bylaws\_2026.pdf
- Alternate - Koson\_STEM Bylaws\_2026.pdf
- Final Charter Purchased Service Agreement 2026\_27.docx.pdf
- Policy\_Use Of DCSD Policies\_2024.pdf
- Policy\_Policy Adoption Process\_2022.pdf
- Policy\_Board Training\_2023.pdf
- Policy\_Conflict of Interest\_2023.pdf

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# Coversheet

## Special Board Meeting April 22nd

**Section:** II. Approve Meeting Minutes  
**Item:** B. Special Board Meeting April 22nd  
**Purpose:** Approve Minutes  
**Submitted by:**  
**Related Material:** Minutes for Board Meeting - Special Meeting on April 22, 2026

APPROVED

# STEM SCHOOL

## HIGHLANDS RANCH

### STEM School Highlands Ranch

## Minutes

### Board Meeting - Special Meeting

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#### Date and Time

Wednesday April 22, 2026 at 5:30 PM

#### Location

Zoom Call

Join from PC, Mac, iPad, or Android:

<https://zoom.us/j/95573689752?pwd=sdsUK3vcoul8rlvKOW3PiQRM0pR5N5.1>

Passcode:064535

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#### Directors Present

A. Campbell (remote), C. Gustafson (remote), C. Wroblewski (remote), D. Lomelino (remote), E. Quigley (remote), G. Wing (remote), I. Kalra (remote), K. Leung (remote), R. Lukez (remote)

#### Directors Absent

*None*

#### Guests Present

L. Kovalesky (remote), Laurie Veldhuizen (remote), M. Cartier (remote), S. Milner (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 Wednesday Apr 22, 2026 at 5:32 PM.

## II. Homeschool Enrichment Program

### A. Authorize New Entity

Update from Matt

-Approved by BOCES

-Currently under contract negotiations

R. Lukez made a motion to Motion to approve creation of a new nonprofit entity "STEM Homeschool Enrichment" and associated Board for Homeschool Enrichment Program authorized by Education ReEnvisioned BOCES. New Board will proceed with negotiations and establishing contract with ERBOCES.

E. Quigley seconded the motion.

Discussion around staffing, timeline to establish board/governance structure/bylaws, communication, enrollment

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

#### Roll Call

A. Campbell Aye

C. Wroblewski Aye

K. Leung Aye

E. Quigley Aye

D. Lomelino Absent

C. Gustafson Aye

R. Lukez Aye

G. Wing Aye

I. Kalra Aye

### B. Recommend Board Members

C. Gustafson made a motion to Motion to authorize Matt to recommend Board members for STEM Homeschool Enrichment Board entity, authorized by Education ReEnvisioned BOCES.

C. Wroblewski seconded the motion.

Friendly amendment to remove recommendations as to number of Koson board members on new board

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

#### Roll Call

A. Campbell Aye

C. Gustafson Aye

D. Lomelino Aye

C. Wroblewski Aye

K. Leung Aye

R. Lukez Aye

E. Quigley Aye

I. Kalra Aye

**Roll Call**

G. Wing      Aye

**C. DCSD Homeschool Enrichment Program Application**

Matt recommends waiting for submittal of homeschool enrichment application with DCSD

**III. Playground Project**

**A. Playground Project Contract**

Matt recommends Designscares

Discussion around proposed playground options

Motion to Approve \$1.25M to move forward with the playground project inclusive of playground equipment.

D. Lomelino seconded the motion.

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

**Roll Call**

K. Leung      Aye

G. Wing      Aye

C. Wroblewski      Aye

D. Lomelino      Aye

I. Kalra      Aye

E. Quigley      Aye

C. Gustafson      Aye

R. Lukez      Aye

A. Campbell      Aye

**IV. Closing Items**

**A. Adjourn Meeting**

I. Kalra made a motion to Adjourn.

G. Wing 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 6:33 PM.

Respectfully Submitted,

I. Kalra

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**Documents used during the meeting**

*None*

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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

## Executive Director Update

**Section:** IV. STEM School Highlands Ranch Updates  
**Item:** C. Executive Director Update  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** May Board Presentation 25\_26.pdf

# STEM SCHOOL

## HIGHLANDS RANCH

# ED PRESENTATION

**May 5th, 2026**

*LynAnn Kovalesky, Executive Director*

# STEM SCHOOL

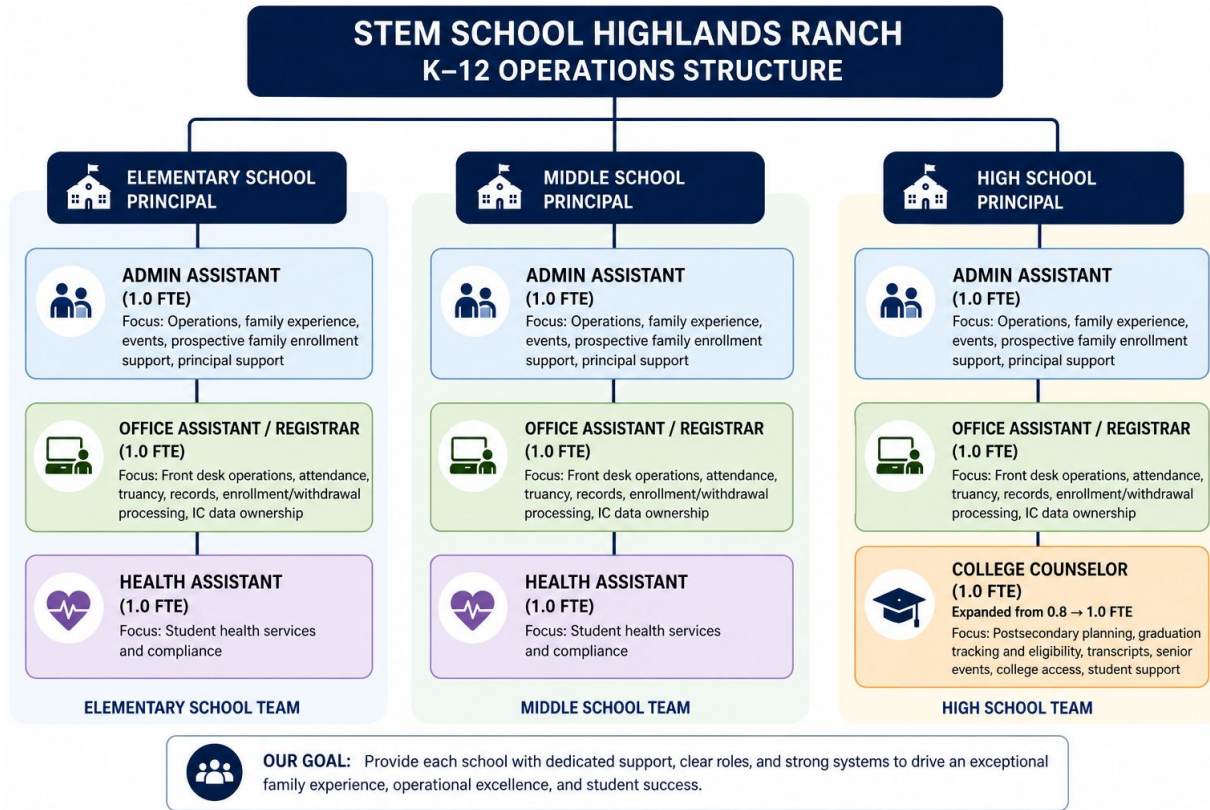
## HIGHLANDS RANCH

# STEM SCHOOL UPDATE

# SCHOOL UPDATES

- **STEM Showcase**
- **Shrek was a HIT this weekend!**
- **Grad Walk last Friday- first ever STEM marching band**
- **Teacher Appreciation Week- Thank you to PTC!**
- **Remembrance and Resiliency Walk on May 7th**
- **Senior Picnic and Lock-In and MS Movie Night- May 8th**
- **Graduation- May 18th**
- **Playground Ground Breaking Ceremony- May 20**
- **Many activities and events!**

# STAFFING UPDATES



## **STAFFING UPDATES**

Changes to Our Office Staff (adding Principal's Asst and an Office Asst to each office)

Adding a Dean/AD to Secondary Staff

Added a 2nd and 5th grade classes

## **RETIRING**

Sharon Groeling

Susan Jones

# STAFF RETENTION

	YTD 5/4	EOY 7/15
<b>Admin</b>	91.71%	<b>85.71%</b>
<b>Teachers (Overall)</b>	95.60%	<b>90.10%</b>
<b>Teachers ES</b>	92.59%	<b>81.48%</b>
<b>Teachers HS</b>	100.00%	<b>92.85%</b>
<b>Teachers MS</b>	92.85%	<b>92.85%</b>
<b>Teachers Sub</b>	60.00%	<b>60.00%</b>
<b>Student Support</b>	100.00%	<b>90.90%</b>

	YTD 5/4/26	EOY 7/15
<b>IT</b>	100.00%	<b>100.00%</b>
<b>IA / EA Overall</b>	83.33%	<b>58.33%</b>
<b>EA Secondary</b>	66.67%	<b>66.67%</b>
<b>IA Elementary</b>	88.88%	<b>77.77%</b>
<b>Office</b>	78.94%	<b>68.42%</b>
<b>Enrichment</b>	100.00%	<b>100.00%</b>
<b>Maintenance</b>	100.00%	<b>100.00%</b>

	YTD 5/4	EOY 7/15
<b>Overall</b>	89%	83%

# 2025 - 26 ENROLLMENT: MAY 2026

Elementary	Middle	High	Total*	Potential**
519 519 (0)	480 479 (-1)	426 426 (0)	1,425 1,424 (-1)	1,424

Elementary School		
	04/26	05/26
Kinder	83	83
First	80	80
Second	67	67
Third	80	80
Fourth	102	102
Fifth	107	107

Middle School		
	04/26	05/26
Sixth	165	165
Seventh	161	161
Eighth	154	153

High School		
	04/26	05/26
Ninth	126	126
Tenth	113	113
Eleventh	93	93
Twelfth	92	92
13/14	2	2

Pending Enrollments	
Choice	-
Admin Transfers	-

\*4/29 Enrolled;

\*\*Projecting adding new student after 10/1 through Admin Transfers/Choice Enrollment.

# 2026 - 27 OPEN ENROLLMENT PROJECTIONS

Grade	Grad Year	Projected (26-27)	Projected (26-27) w/ Applicants	Summer Melt/Attrition /Projections	Grade Total	Over Enroll Goal	Availability
K	2039	77	77	74	92	102	25
1	2038	92	94	89	92	102	8
2	2037	102	102	97	92	102	0
3	2036	92	93	89	104	115	22
4	2035	96	98	93	104	115	17
5	2034	125	128	122	130	143	15
6	2033	175	176	167	185	190	14
7	2032	201	202	192	185	190	-12
8	2031	172	174	166	185	190	16
9	2030	124	125	118	150	150	25
10	2029	123	123	117	150	150	27
11	2028	109	109	104	150	150	41
12	2027	86	86	81	150	150	64
13/14		1	1	0	0	0	-1
<b>TOTAL</b>		<b>1573</b>	<b>1588</b>	<b>1508</b>	<b>1769</b>	<b>1849</b>	261

# Coversheet

## Parent Student Handbook and Fees Update

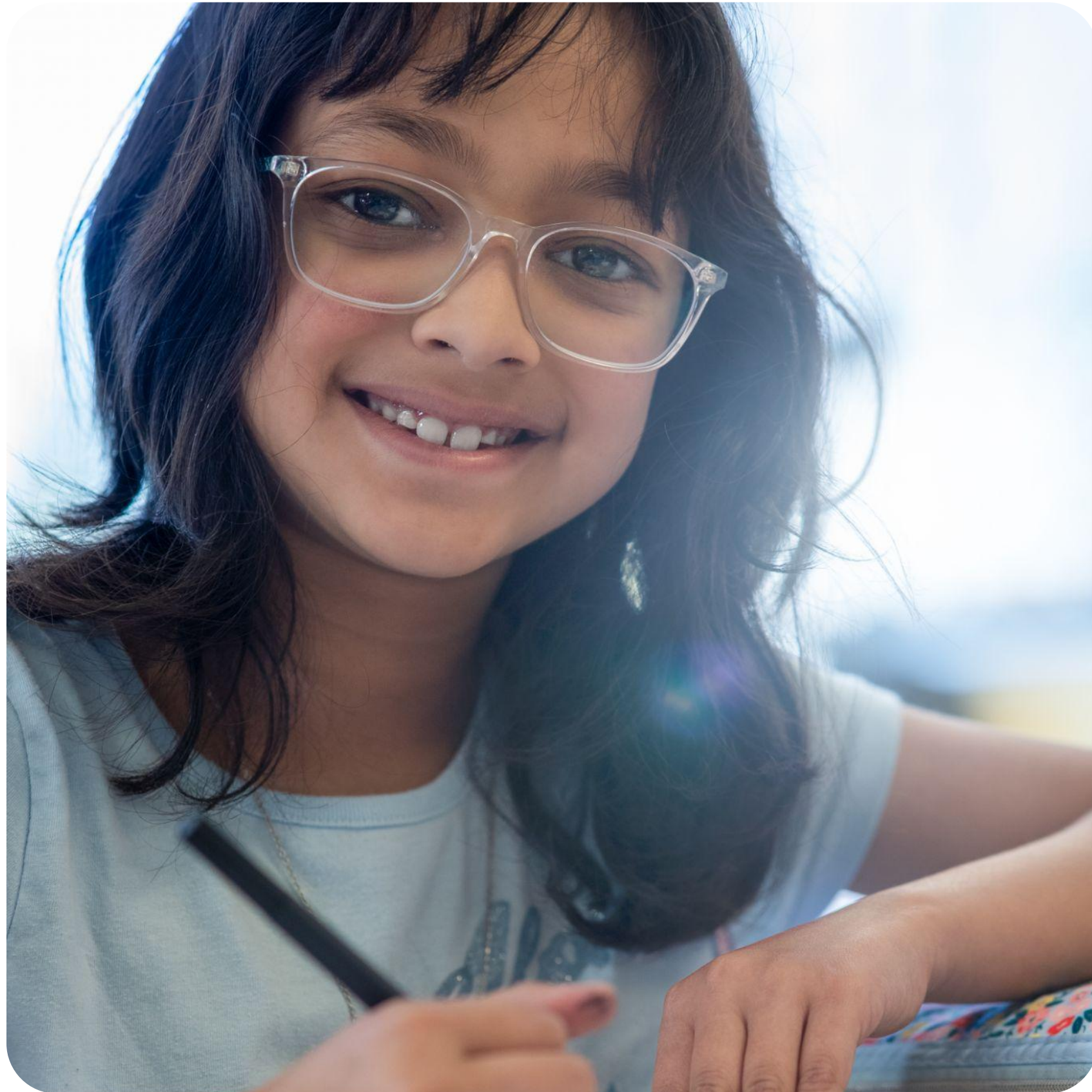
**Section:** IV. STEM School Highlands Ranch Updates  
**Item:** D. Parent Student Handbook and Fees Update  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Presentation\_Parent Student Handbook Updates May 2026.pdf  
Parent Student Handbook, Spring 2026 Proposed Updates.pdf  
DRAFT - 2026-27 STEM Student Fees.pdf

Governance Committee Report

# Parent Student Handbook Review - Spring 2026

May 2026

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# Strategic Plan Alignment

## 1B - Knowledge Management

Document key operational systems and procedures for areas such as human resources, curriculum & Instruction, and program model.

## 3B - Preparing for Growth: Network Model & Governance

Establish a network model and governance structure to support growth, including roles, responsibilities, and decision-making processes.



- Admin team prepares updates to handbook for next school year
- Shares updates with Gov committee



- Gov committee presents draft updates to Board
- Admin/Gov committee finalize updates



- Gov committee presents final updates to Board
- Board vote to approve Handbook for next school year

## Annual Review of Proposed Updates for Board approval of Policy Sections



# Proposed Changes

- Change CIO to CEO
- Health and Wellness
- Immunizations
- Secondary grading - late work and grade appeal policy
- Add Artificial Intelligence guidance
- Expand STEM-provided computers to include 8th grade
- Revise Cell Phone policy to incorporate newly approved STEM policy
- Weather Policy - Lightning Delay
- Update student fees



# Proposed Changes

- Expand Health and Medication section to cover all Health and Wellness and align with DCSD policy and CDPHE guidelines
  - Added content on Illness Procedures, How Sick is too Sick, Communicable Diseases, and Medications
  - For How Sick is Too Sick - link to CDPHE guidelines
  - For Medications - link to DCSD policy and forms
- Revise Immunization section to align with CDPHE guidelines and state law.



# Proposed Changes

- Secondary grading
  - Update Late Work policy
    - Still being finalized by Admin
  - Add grade appeal section to align with current practice
    - Define circumstances when grade appeal may be considered
    - Define when grade appeal will not be considered
    - Set process to request grade appeal
- Artificial Intelligence Guidelines
  - Add new section to provide general guidelines
- Instructional Technology
  - Expand STEM-provided computers to include 8th grade



# Proposed Changes

- Revise Cell Phone policy to incorporate newly approved STEM policy
- Weather Policy - Add content referring to DCSD policy for lightning delays/dismissal.
  - Allow secondary student drivers to take younger siblings home with prior parent permission.
- Student Fees
  - Add technology fees for 8th grade computers
  - Computer technology fees still being finalized

## Parent Student Handbook, Spring 2026 Proposed Updates

### Replace CIO references with CEO

#### Health and Wellness

At STEM School Highlands Ranch we prioritize student health and wellness through the following health policies. The School follows all applicable DCSD policies to help maintain a safe and supportive community. anaphylaxis, and medication.

#### ILLNESS PROCEDURES

Students will be sent home if there is an indication of illness or they are too ill to carry out daily activities. To ensure the health and wellness of our community we ask that parents and staff monitor symptoms of illness at home prior to arriving at school.

#### HOW SICK IS TOO SICK?

Determination for sending students home is made by using Guidelines for Determining Student Attendance, developed by Douglas County School District Health Services using guidelines from the Colorado Department of Health and Environment. Students must stay home or will be sent home with the following symptoms:

- Unexplained skin eruptions/rashes
- Nausea/vomiting/diarrhea
- Severe abdominal pain
- Fever of 100.0 or higher
- Decreased activity - droopy, tired appearance
- Irritable behavior
- Sore throat/swollen glands
- Runny nose/cough
- Loss of sense of taste or smell

If a student presents with sick symptoms, parents will be notified to pick up their child within 30 minutes. Students who are sent home cannot return until symptoms improve and/or they are fever free for 24 hours without the use of fever reducing medication. Families with questions regarding illness procedures can reach out directly to the school nurse or review CDPHE guidelines [here](#).

## Parent Student Handbook, Spring 2026 Proposed Updates

### COMMUNICABLE DISEASES

Parents must notify the school nurse if their child contracts a communicable disease that could impact others at STEM. STEM strictly follows all current CDC guidelines for illnesses such as measles, chicken pox, strep, respiratory viruses and influenza. STEM will automatically adopt any updates or changes made to CDC protocols.

### MEDICATIONS

Medications can be administered to students during school hours in compliance with Douglas County School District Policy. Medication policies per grade level & medication forms can be found [here](#). Medications given to students by the school nurse/health staff require a completed Medication Authorization Form. All medication must be in the original container with a pharmacy - generated label.

## Immunizations

Colorado Law C.R.S. 25-4-902, and any applicable DCSD policies, requires students to be vaccinated against certain diseases unless an exemption is on file at the school. Vaccines required to attend school (K-12) can be found [here](#). Per CDPHE the following documentation is required before the student's first day of school:

1. An immunization record showing that the student has received school-required vaccines and is up to date according to their age; or
2. An in-process plan signed by the student's health care provider showing that the student is in the process of catching up on missing vaccine(s) following the minimum intervals between doses described in the catch up schedule; or
3. A certificate of Medical or Nonmedical Exemption for any missing doses of school required vaccine(s).

A student who does not have the required immunization documents on file can be denied attendance in accordance with the law.

## Secondary Grading - Late Work

Still being finalized

## **Parent Student Handbook, Spring 2026 Proposed Updates**

### **Secondary Grading - Grade Appeal**

Grade appeals may be considered only under the following circumstances:

- A calculation or recording error has occurred
- Established grading policies were not followed (including Floor 50, late work, retake policy, or lock date)
- A rubric or grading criteria was misapplied
- A documented accommodation was not implemented

Grade appeals will not be considered for the following reasons:

- Requests based on effort, eligibility, or proximity to the next grade
- Missing work that was not submitted prior to the lock date
- Requests for extra credit or additional assignments
- Disagreement with a teacher's professional judgment when policies have been followed
- Violations of academic integrity

If a student wishes to appeal a grade, the following process must be followed:

- The student must first contact the classroom teacher to review the concern. This must occur within five (5) school days of the grade being posted
- If the concern is not resolved, a written appeal with supporting evidence must be submitted to administration within ten (10) school days of the grade being posted
- Administration will review all relevant materials and determine the outcome. Decisions are final unless a procedural error is identified

All communication throughout the appeal process must remain respectful and focused on evidence and established school policies.

### **Artificial Intelligence Guidelines**

At STEM School Highlands Ranch, we embrace innovation and recognize the potential of AI as a powerful tool for creating, problem solving, and learning. We believe that AI, when used ethically and effectively, can help to foster critical thinking and academic achievement in an AI driven world. In order to be competitive in the workforce, students must be proficient in AI usage. We believe it is our responsibility to equip students with rules and expectations for responsible, ethical usage of AI. This policy outlines the ethical and responsible use of AI tools within our school community, ensuring that technology enhances, rather than diminishes, the learning experience

- I. Students at STEM School Highlands Ranch are expected to use AI tools ethically and responsibly by adhering to the following:

## Parent Student Handbook, Spring 2026 Proposed Updates

- Understand AI as a Tool: View AI as a powerful assistant for learning, research, and problem-solving, not as a substitute for your own thinking, effort, and understanding.
- Maintain Academic Integrity:
  - Original Work: All assignments, projects, and assessments students submit must show their original understanding and effort. AI should help students learn, not do the work for them.
  - Cite Everything: When using AI to help generate ideas, drafts, code, or any content for school work, students must properly acknowledge and cite the AI tool according to their teacher's instructions. (Think of AI as a research tool – one wouldn't copy from a book without citing it, and the same goes for AI.)
  - No Plagiarism: Submitting content generated by AI as if it were entirely original, without proper acknowledgment, is considered plagiarism. This will lead to disciplinary action as outlined in the student code of conduct.
  - Understand What Is Submitted: Students are responsible for the accuracy and validity of any information or content they include in their work, even if an AI tool helped generate it. Always review, verify, and understand the AI's output.
- Use AI as a Learning Tool, Not a Replacement for Thinking:
  - Aid, Not Authority: Use AI for brainstorming ideas, getting different perspectives, drafting initial content, or explaining complex concepts. Do not rely on it to replace your critical thinking or problem-solving skills.
  - Verify Information: Always critically evaluate information or answers provided by AI. AI can sometimes generate incorrect, biased, or nonsensical information ("hallucinations"). Double-check facts using reliable sources.
- Data Privacy: Do not input personal, sensitive, or confidential information (e.g., your name, address, student ID, or private school data) into public AI tools unless specifically instructed and approved by a teacher for a secure, school-vetted application.
- Responsible Content Creation: Do not use AI to create or disseminate harmful, inappropriate, biased, or misleading content.
- Seek Guidance: If students are unsure about the appropriate use of an AI tool for an assignment, always ask the teacher for clarification *before* using it.

## Parent Student Handbook, Spring 2026 Proposed Updates

II. Parents play a vital role in supporting the ethical and responsible use of AI. We ask parents to:

- Review and Discuss: Familiarize yourselves with this policy and discuss its principles with their students.
- Reinforce Expectations: Support the school's expectations regarding academic integrity and responsible AI use at home.
- Monitor Home Usage: Be aware of the AI tools your student is using at home and encourage ethical practices.
- Communicate Concerns: If you have questions or concerns about AI usage at school or home, please communicate with school staff.

III. Our educators will:

- Provide Instruction: Teach students about AI literacy, including how AI works, its capabilities, limitations, and ethical implications.
  - (The Social Institute - Lesson Library)
- Model Responsible Use: Demonstrate and model ethical and responsible AI usage in their teaching practices.
- Set Clear Expectations: Provide clear guidelines for AI use on specific assignments and projects, including citation requirements.
- Integrate Critically: Select and integrate AI tools that enhance learning outcomes and align with pedagogical goals.
- Set clear parameters for the use of AI tools on assignments.

STEM School Highlands Ranch is committed to:

- Professional Development: Providing ongoing professional learning for educators on AI best practices, ethical considerations, and effective integration strategies.
  - (The Social Institute - Professional Development Courses for educators)
- Tool Vetting: Carefully vetting AI tools and platforms to ensure they meet our standards for privacy, security, and educational efficacy.
  - DCSD uses Khanmigo (by Khan Academy): This is consistently cited as a top-tier, school-vetted AI tool. Developed by the trusted educational non-profit Khan Academy, Khanmigo acts as a personalized tutor and teaching assistant. It guides students to find answers themselves rather than just giving them, aligning with active learning principles. It's integrated with Khan Academy's vast content library and is designed with student data privacy in mind, having a 4-star Common Sense Media rating.

## Parent Student Handbook, Spring 2026 Proposed Updates

- Policy Review: Regularly reviewing and updating this policy to adapt to the rapidly evolving landscape of AI technology.

### Consequences of Misuse

All possible misuse of AI tools will be investigated and verified by a reliable tool. Violations of this AI Usage Policy, particularly those related to academic integrity, will be subject to disciplinary action. Consequences may include, but are not limited to: redoing assignments, forfeiture of grade on assignments, suspension, or other disciplinary measures as deemed appropriate by school administration.

- 1st Offense: Forfeiture of grade on assignments and a teacher conference.
- 2nd Offense: Forfeiture of grade on assignments and a parent/teacher conference.
- 3rd Offense: Forfeiture of grade on assignments and an administrator conference.
- All additional offenses will be handled by administration.

### Policy Review and Updates

As AI technology continues to evolve rapidly, this policy will be reviewed annually by school administration and faculty to ensure its continued relevance and effectiveness. Updates will be communicated through the parent and student handbook and other official school channels.

## Instructional Technology

### School Issued Computers

STEM purchases computers to be used by 1st-8th graders.

## Cell Phone Policy

Update Section to incorporate newly approved STEM policy

## Weather Policy

Add content to refer to DCSD policy for lightning delays/dismissals

Admin will allow secondary student drivers to take younger siblings home during a lightning delay, with prior parent permission.

## **Parent Student Handbook, Spring 2026 Proposed Updates**

### **Student Fees**

Increase fees for 8th grade to include Technology Usage Fee for STEM-provided computers

Considering other changes to fees for STEM-provided computers to cover maintenance/repair costs

**Student Fees for 2026-2027-2025-2026 School Year**

Table 1. Annual Required Fees Schedule (Per Student)		
Fee Category	Annual Student Fee (paid before Aug. 12, 2026)	Annual Student Fee (paid after Aug. 12, 2026)
Kindergarten (no Technology Usage Fee)	\$250	\$275
Grades 1-5 *(\$15 Chromebook Technology Usage Fee incl.)	\$265	\$290
Grades 6 Chromebook and cover purchase plan \$125/year *( \$25 Chromebook Technology Usage Fee incl.)	\$400	\$425
Grades 7-8 (refurbished laptop) *(\$35 Laptop Technology Usage Fee is NOT included and will be an additional fee.	\$285	\$310
<del>Grade 8 (no Technology Usage Fee)</del>	<del>\$250</del>	<del>\$275</del>
Grades 9-12 (no Technology Usage Fee)	\$300	\$325

The **purpose** of the fee is to recover part of the cost of instructional materials, supplies, and consumables.

<b>Not included in fees.</b>	AP test fees, AP books, field trips, yearbook, computer device, bus fees, optional locker rental, student parking fees, BASE, Enrichment fees, CHSAA fees, and other individual costs.
<b>Payments</b>	<ul style="list-style-type: none"> <li>• See the pay schedule above.</li> <li>• STEM purchases instructional materials over the summer for our August start date.</li> <li>• Payment plans are available. Please contact STEM’s business office.</li> </ul>
<b>Fee waivers</b>	STEM waives Student Fees for students who qualify for free or reduced lunch programs. For qualified families, as determined by US government guidelines, the application process is totally anonymous, and DCSD processes the applications. Simply click the correct tab on STEM’s website launch page. All required fees automatically zero out in Infinite Campus, so no STEM staff member determines if a student participates in an assisted lunch program.

<b>Refund policy</b>	<ul style="list-style-type: none"> <li>• Transfers prior to July 15, 2026 – 100% refund</li> <li>• Transfers from July 16, 2026 to August 31, 2027 – 90% refund</li> <li>• Transfers post August 31, 2026 – No Refund</li> </ul>
<b>Graduation fee</b>	Graduating seniors have a required \$75 fee to cover the graduation venue expenses- waived for students who qualify for free or reduced federal lunch programs.
<b>Additional Fees</b>	Students may be assessed fines or other penalties in accordance with applicable laws for lost, damaged, or defaced books, materials, or equipment.

**\*Technology Usage Fee**

To ensure continued access to digital learning tools while managing the cost of device maintenance, we are implementing a Technology Usage Fee for all students issued school-owned devices. The policy outlines coverage terms, repair fees, and parent responsibilities regarding Chromebook and Windows laptop usage.

- 1st-5th grades are issued **school only** Chromebooks
- 6th graders issued brand new personal Chromebooks through and 8th 7th grades are issued Laptops
- 7th and 8th graders are issued previously owned refurbished laptops.

**Coverage Includes:**

- Accidental damage (e.g., cracked screen, keyboard issues not caused by misuse)

**Coverage Excludes:**

- Negligence or abuse (e.g., liquid damage, intentional damage, inappropriate storage)
- Lost or damaged chargers
- Loss of device or theft (without a filed police report)
- Replacement of missing asset tags

The fee covers **one the first two instanceinstances** of accidental damage to the device during the school year. After **that these two incident,s**, standard repair costs will apply.

**Repair Costs (Effective 2025-2026)**

Item	Repair Cost
Keyboard (Windows)	\$75
Keyboard (Chromebook)	\$95
Screen (All Devices)	\$95
Charger (Damaged or Lost)	\$35
Asset Tag Replacement	\$5
Single Key Replacement	\$25

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Total Replacement Cost	\$250
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## Frequently Asked Questions Regarding STEM Student Fees

1. **Why does STEM need to charge fees if it is a tuition-free public school?** Colorado has one of the lowest state per-pupil base funding levels in the United States. To provide quality programming, schools may charge parents fees to support extra programs important to their mission and objectives. Our families expect more, and the fees help us meet their instructional expectations.
2. **Does the Douglas County School District charge STEM fees for specific services?** Yes. See Table 2 below. Our required fees to DCSD represent about 5 percent of STEM's total budget. Approximately \$940,000 is paid to DCSD at \$683 per pupil. Student fees offset these charges.

Table 2. STEM Expenses for District Services

Douglas County School District Service Fees		Annual Cost/Student
a	<b>Infinite Campus software, emergency management plus district support staff, Gmail</b> <i>STEM licenses and deploys Canvas as our Learning Management System (LMS) to provide students and their families with one system for all class assignments. DCSD requires Infinite Campus for our data warehouse. We pay for both systems.</i>	\$78.26
b	<b>CDE testing fee</b>	\$23.75
c	<b>Special education services fees are paid for every enrolled student at STEM.</b> <i>STEM pays for its special education staff in addition to this fee, which offsets DCSD costs at neighborhood schools. 1375 students=\$728,750 paid to DCSD</i>	\$530
d	<b>Gifted Education Support</b> <b>English Language Development Support</b>	\$8.95 \$163.84/ELD student
e	<b>Intra-district mail and treasurer fee</b>	\$17.22
f	<b>Health Oversight/Crisis Team Support</b>	\$6.03
g	<b>Other required and optional purchased services to DCSD</b>	\$18.30
h	<b>DCSD art show and spelling bee</b>	Varies
Paid by STEM per student to Douglas County School District Central Office		\$682.51 per enrolled student

3. **Are there budgeted items for student activities?** Yes. Please see Table 3 for examples.

Table 3. STEM Student Activities and Supplies Budget Line Items

Table 3. STEM Student Activities and Supplies Budget Line Items		
a	Classroom instructional materials – per department	\$7,000-\$40,000
b	Classroom supplies – per teacher as coordinated through the dept. chair	\$200
c	Student government programs – elementary and middle school (grades 2 to 8)	\$1,000
d	Student government programs – high school (grades 9 to 12)	\$3,000

4. **How are STEM’s school finances and purchases monitored?**

1. A finance committee with STEM board members and parents provide oversight and guidance on all budget items.
2. All school purchases must go through an approval process.
3. Every expense is part of our independent audit which is available on STEM’s website.

5. **Are there differences between how public tax dollars are allocated for charter and neighborhood schools?** Yes.

Unlike neighborhood schools, charter schools must pay for their building, regular maintenance and all utilities. This is about 17 percent of our total budget. Salaries use the largest portion of state funds allocated annually to STEM.

6. **Does STEM charge for Kindergarten tuition?**

Colorado Governor Jared Polis signed [House Bill 19-1262](#) into law providing state funding for full-day kindergarten across the state. This means that free, full-day Kindergarten\* will be offered at STEM School Highlands Ranch.

\*testing may be needed to assess.

7. **What additional fees does STEM incur?**

1. **BASE-** before and after school care for grades K-through age 12 provided through BASE located in the elementary program.

# Coversheet

## CEO Update

**Section:** V. KOSON Schools  
**Item:** A. CEO Update  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** CEO Board Presentation 20260505.pptx.pdf

# CEO UPDATE



Board Meeting | May 5 , 2026

# CONTENTS

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- 1. STEM Student Showcase / Night to Ignite Debrief**
- 2. Homeschool Update**
- 3. HS Relocation Update**
- 4. Playground Update**
- 5. Organizational Structure**
- 6. Summer Plans**

# Coversheet

## Preliminary 26/27 Budget

**Section:** V. KOSON Schools  
**Item:** B. Preliminary 26/27 Budget  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Adopted Budget FY 26-27.pdf  
26-27\_20BODResolution.docx.pdf

FY 2026 - 2027

# Adopted Budget

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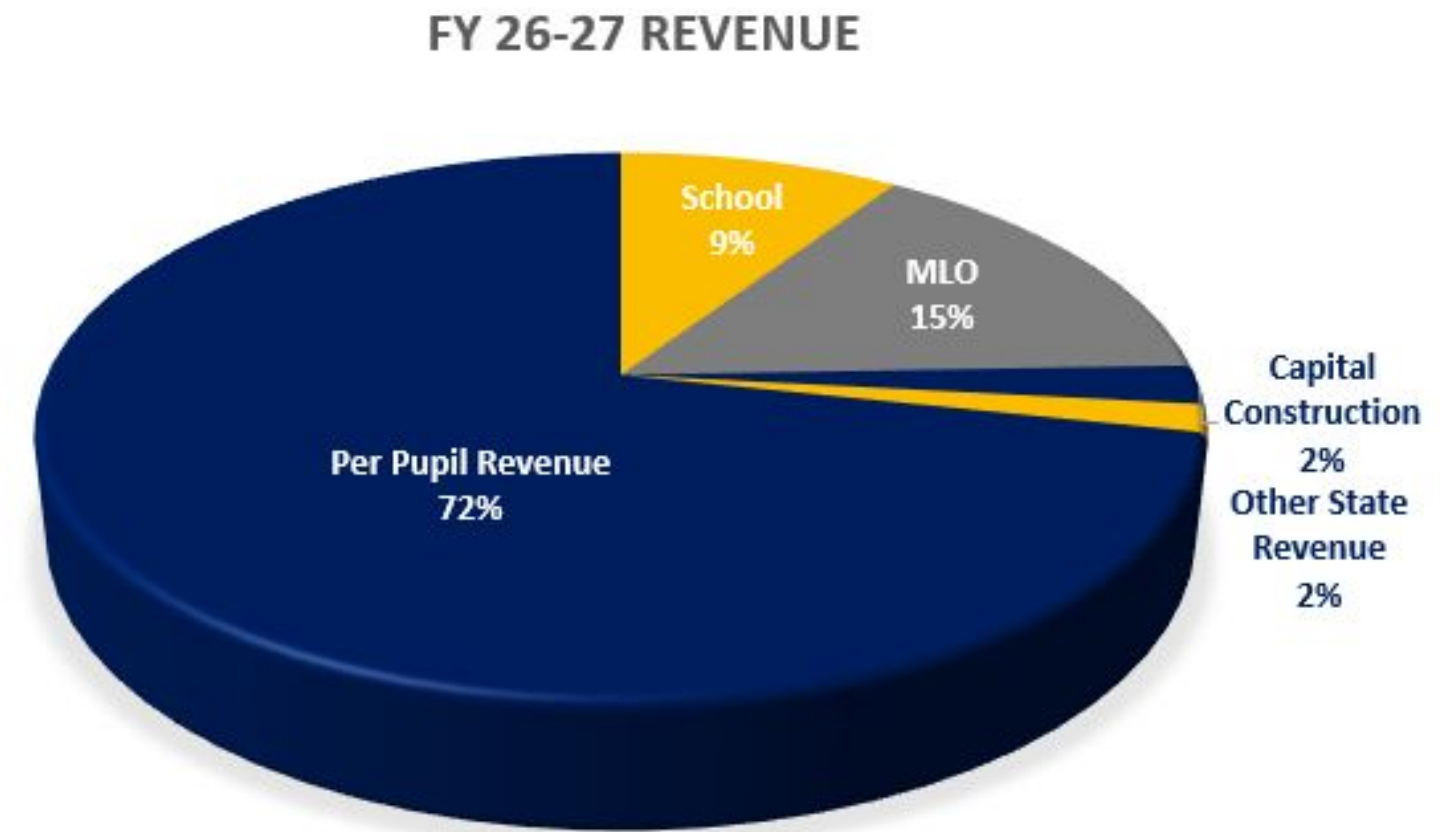
# TABLE OF CONTENTS

1. Introduction
2. Revenue & Expenditure Analysis
3. 3<sup>rd</sup> Quarter Update and Supplemental Budget
4. Fundraising
5. Thanks You/Questions

# Revenue Analysis

## Revenue Analysis

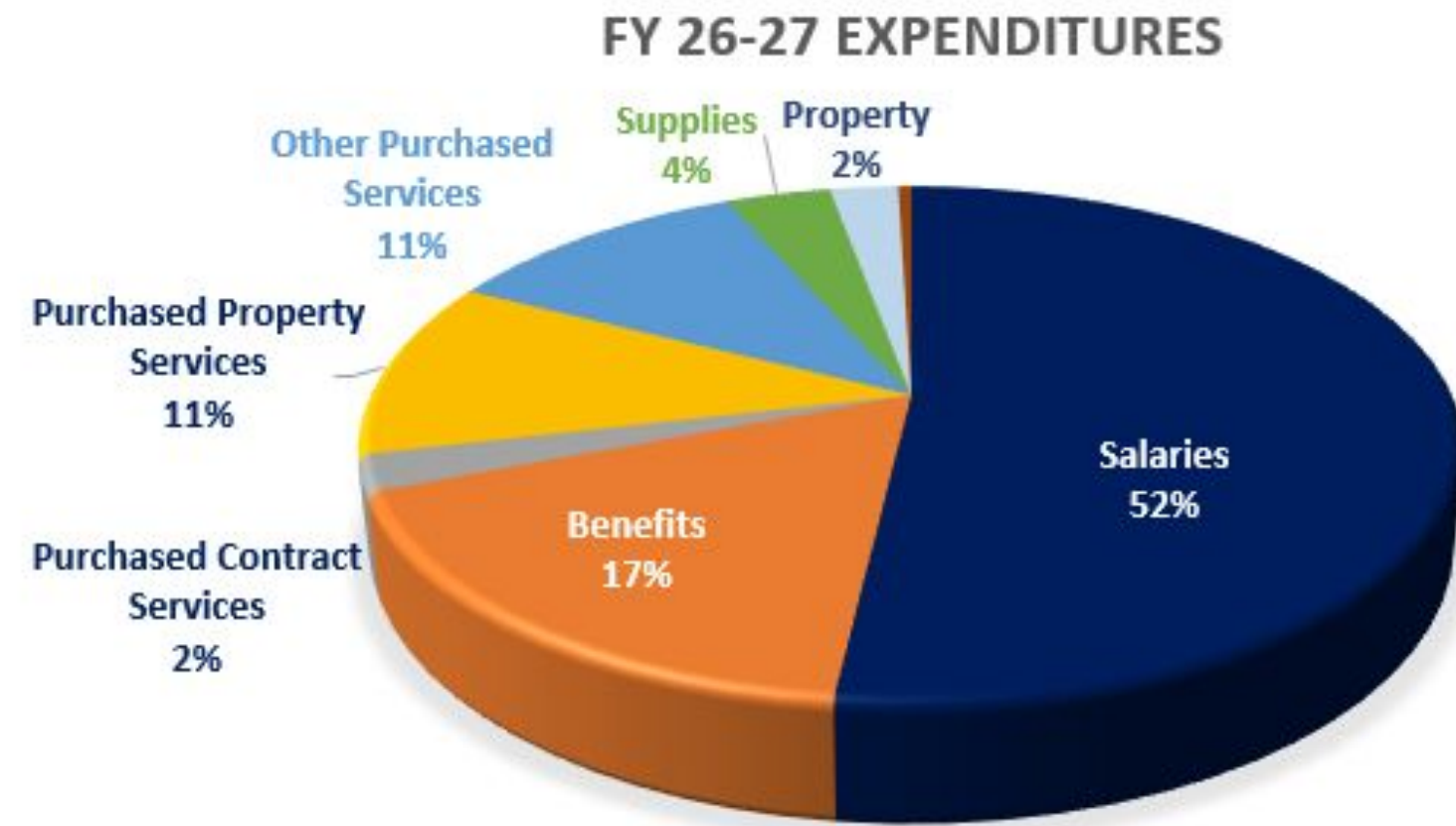
	Proposed Budget	Adopted Budget	% Change
<b>LOCAL</b>			
School	\$ 2,098,860	\$ 2,214,104	5.49%
MLO	\$ 3,505,950	\$ 3,591,540	2.44%
<b>TOTAL LOCAL REVENUE</b>	<b>\$ 5,604,810</b>	<b>\$ 5,805,644</b>	<b>3.58%</b>
<b>STATE CATEGORICAL</b>			
Capital Construction	\$ 541,680	\$ 546,860	0.96%
Other State Revenue	\$ 399,791	\$ 387,111	-3.17%
<b>TOTAL STATE CATEGORICAL</b>	<b>\$ 941,471</b>	<b>\$ 933,971</b>	<b>-0.80%</b>
<b>STATE PPR</b>			
Per Pupil Revenue	\$ 16,971,705	\$ 17,025,555	0.3%
<b>TOTAL PPR REVENUE</b>	<b>\$ 16,971,705</b>	<b>\$ 17,025,555</b>	<b>0.3%</b>
<b>TOTAL REVENUES</b>	<b>\$ 23,517,986</b>	<b>\$ 23,765,170</b>	<b>1.05%</b>



# Expenditure Analysis

## Expenditure Analysis

	Proposed Budget	Adopted Budget	% Change
<b>Salaries &amp; Benefits</b>			
Salaries	\$ 12,244,938	\$ 12,275,334	0.25%
Benefits	\$ 3,996,275	\$ 4,076,164	2.00%
<b>Total Salaries &amp; Benefits</b>	<b>\$ 16,241,213</b>	<b>\$ 16,351,499</b>	<b>0.68%</b>
<b>Other</b>			
Purchased Contract Services	\$ 481,650	\$ 531,650	10.38%
Purchased Property Services	\$ 2,644,500	\$ 2,644,500	0.00%
Other Purchased Services	\$ 2,568,200	\$ 2,583,200	0.58%
Supplies	\$ 874,100	\$ 875,200	0.13%
Property	\$ 581,000	\$ 571,000	-1.72%
Other	\$ 110,000	\$ 110,000	0.00%
<b>Total All Other</b>	<b>\$ 7,259,450</b>	<b>\$ 7,315,550</b>	<b>0.77%</b>
<b>Total Expenditures</b>	<b>\$ 23,500,663</b>	<b>\$ 23,667,049</b>	<b>0.71%</b>



# Revenue/Expenditure Analysis



## A LOOK at the BUDGET

	Proposed Budget	Adopted Budget	% Change
<b>REVENUE</b>			
LOCAL	\$ 5,604,810	\$ 5,805,644	3.58%
STATE CATEGORICAL	\$ 941,471	\$ 933,971	-0.80%
PPR	\$ 16,971,705	\$ 17,025,555	0.3%
<b>TOTAL REVENUE</b>	<b>\$ 23,517,986</b>	<b>\$ 23,765,170</b>	<b>1.05%</b>
<b>EXPENDITURES</b>			
SALARIES & BENEFITS	\$ 16,241,213	\$ 16,351,499	0.7%
OTHER	\$ 7,259,450	\$ 7,315,550	0.8%
<b>TOTAL EXPENDITURES</b>	<b>\$ 23,500,663</b>	<b>\$ 23,667,049</b>	<b>0.7%</b>
<b>SURPLUS/DEFECIT</b>	<b>\$ 17,323</b>	<b>\$ 98,121</b>	
Cap Ex (Playground)		\$ 1,178,000	
<b>Total</b>		<b>\$ (1,079,879)</b>	



OVERVIEW OF JOINT BUDGET COMMITTEE ACTIONS TO DATE AND FOR FY 2019-20 AND FY 2020-21

THE BOARD OF DIRECTORS, DISTRICT OF COLORADO  
PLANNING AND BUDGETING DIVISION

PREPARED BY:  
CAROLYN BARNETT, DISTRICT DIRECTOR  
MAY 11, 2021

JOINT BUDGET COMMITTEE MEETING  
MAY 11, 2021, 10:00 AM - 11:00 AM  
DISTRICT OF COLORADO, 1000 14TH STREET, DENVER, CO 80202  
<https://www.colorado.gov>

# 3<sup>rd</sup> Quarter & Supplemental

	Audited Actual 2024-2025	Thru 3-31-2026 2025-2026	Supplemental 2025-2026	Adopted Budget 2026-2027
<b>Balance on Hand July 1:</b>	\$ 14,675,529	\$ 12,261,064	\$ 12,261,064	\$ 12,268,761
<b>Enrollment:</b>	<b>1397</b>	<b>1454.5</b>	<b>1454.5</b>	<b>1478</b>
<b>Revenue:</b>				
Per Pupil Revenue	\$ 15,171,353	\$ 12,115,193	\$ 16,222,434	\$ 17,025,555
Mill Levy Override	\$ 3,219,029	\$ 2,624,290	\$ 3,466,393	\$ 3,591,540
Earnings on Investments	\$ 682,945	\$ 494,468	\$ 590,000	\$ 550,000
Student Fees & Activities	\$ 1,209,508	\$ 698,608	\$ 725,000	\$ 825,000
Other Local Revenue		\$ 373,530	\$ 375,000	\$ 374,704
Contributions/Donations	\$ 138,835	\$ 155,347	\$ 175,000	\$ 100,000
Categorical Revenue	\$ 1,246,466	\$ 351,855	\$ 525,315	\$ 546,860
Other State Revenue	\$ -	\$ 381,615	\$ 561,279	\$ 387,111
Other Sources	\$ 432,832	\$ -	\$ 358,319	\$ 364,400
<b>Total Revenue</b>	<b>\$ 22,100,968</b>	<b>\$ 17,194,905</b>	<b>\$ 22,998,740</b>	<b>\$ 23,765,170</b>
<b>Total Sources</b>	<b>\$ 36,776,497</b>	<b>\$ 29,455,969</b>	<b>\$ 35,259,804</b>	<b>\$ 36,033,931</b>
<b>Expenses</b>				
Salaries	\$ 10,426,273	\$ 8,745,807	\$ 11,820,000	\$ 12,275,334
Benefits	\$ 3,222,958	\$ 2,475,773	\$ 3,936,543	\$ 4,076,164
Purchased Prof. & Tech. Services	\$ 2,728,419	\$ 499,166	\$ 640,000	\$ 531,650
Purchased Property Services	\$ 2,583,297	\$ 2,299,063	\$ 2,629,500	\$ 2,644,500
Other Purchased Services	\$ 651,632	\$ 1,923,313	\$ 2,475,000	\$ 2,583,200
Supplies	\$ 1,012,114	\$ 805,796	\$ 900,000	\$ 875,200
Property	\$ 3,696,216	\$ 384,624	\$ 500,000	\$ 571,000
Other Expenses	\$ 194,524	\$ 80,589	\$ 90,000	\$ 110,000
<b>Total Expenditures</b>	<b>\$ 24,515,433</b>	<b>\$ 17,214,131</b>	<b>\$ 22,991,043</b>	<b>\$ 23,667,049</b>
<b>Net Income</b>	<b>\$ (2,414,465)</b>	<b>\$ (19,226)</b>	<b>\$ 7,697</b>	<b>\$ 98,121</b>
<b>Balance on Hand June 30</b>	<b>\$ 12,261,064</b>	<b>\$ 12,241,838</b>	<b>\$ 12,268,761</b>	<b>\$ 12,366,882</b>

# Fundraising Slide

	<u>Accelerator Fund</u>	<u>PTO/Accelerator</u>	<u>Club/Sports/ECA's</u>
Boosterthon	\$ 104,371.84		\$ 54,876.81
Boosterthon Fee	\$ 28,648.36		
<b>Subtotal</b>	<b>\$ 75,723.48</b>		
Accelerator Donations	\$ 23,746.71		
<b>Total</b>	<b>\$ 99,470.19</b>	<b>\$ 34,144.36</b>	<b>\$ 54,876.81</b>

\*As of 3/31/2026

**Thank You!**  
**Questions?**

**RESOLUTION**

**BOARD OF DIRECTORS OF KOSON SCHOOLS**

**MAY 5, 2026**

**A RESOLUTION OF APPROPRIATION**

WHEREAS, the Board of Directors and administrative staff of Koson Schools dba STEM School Highlands Ranch of Douglas County and the State of Colorado has duly revised and adopted official budget for the fiscal year beginning July 1, 2026, and ending June 30, 2027, as required by law; and

WHEREAS, the administration has recommended that \$24,943,170 be appropriated to the Charter School General Fund as specified in the “Adopted Budget” for the fiscal year beginning July 1, 2025 and ending June 30, 2026. The adopted budget includes salary allocations for stipends and other one-time payments for employees as determined during the fiscal year;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF Koson Schools dba STEM School Highlands Ranch: The amounts in the following schedule be appropriated to the fund specified in the “Adopted Budget” for the fiscal year beginning July 1, 2026 and ending June 30, 2027.

Charter School General Fund	\$24,943,170
<b>Total Appropriation</b>	<b>\$24,943,170</b>

By \_\_\_\_\_

President, Carla Gustafson

By \_\_\_\_\_

Secretary, Ishmeet Kalra

# Coversheet

## Homeschool Enrichment Handbook

**Section:** V. KOSON Schools  
**Item:** C. Homeschool Enrichment Handbook  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** STEM\_Homeschool\_Enrichment\_Handbook.pdf

# **STEM HOMESCHOOL ENRICHMENT**

## **Program Handbook**

*Innovation Starts Early. Discovery Begins Here.*

Authorized by Douglas County School District. Reference STEM School Highlands Ranch Student/Parent Handbook for general Expectations, Policies, and Procedures.

Welcome to the STEM Homeschool Enrichment Program!

We're thrilled to partner with homeschool families to provide students in Kindergarten through 8th grade with opportunities to explore **Science, Engineering, Computer Science, and Robotics** through hands-on, problem-based learning.

Our enrichment program brings the excitement of STEM to life—encouraging students to ask questions, experiment, build, and problem-solve in a collaborative, supportive environment. Each class is designed to spark creativity, develop critical thinking, and inspire lifelong curiosity.

## Program Philosophy & Goals

The Homeschool Enrichment Program is built on the belief that children learn best through exploration, discovery, and creativity.

We focus on three guiding principles:

1. **Hands-On Learning** – Students actively build, test, and create to deepen understanding.
2. **Real-World Connections** – Lessons tie directly to the world around us, preparing students for future innovation.
3. **Growth Over Grades** – We celebrate curiosity and effort through feedback and reflection instead of traditional grading.

Our goal is to inspire students to see themselves as scientists, engineers, coders, and creators who can make a real difference in their world.

## Program Overview

The Homeschool Enrichment Program offers weekly sessions in:

- **Science & Engineering:** Experiments, natural phenomena, and creative design using the engineering design process.
- **Computer Science & Robotics:** Coding and robotics projects using tools such as Scratch, micro:bit, LEGO® SPIKE™, and VEX.

We integrate STEM Challenges and problem-solving that connect science, technology, engineering, and math in authentic ways.

All learning happens during class time, with optional take-home resources for families who wish to extend learning at home. Our units combine in class and out of class- field experience where students bring their learning to life.

## Homeschool Intent Notification & Enrollment Policy

All families participating in the STEM School Highlands Ranch Homeschool Enrichment Program must comply with the Colorado Department of Education's homeschool requirements.

### Homeschool Intent Notification

Families are required to submit an annual **Notice of Intent to Homeschool** to a Colorado school district prior to participation in this program.

This notification must include:

- The student's name, age, and grade level
- The number of instructional hours planned for the academic year
- The name, address, and signature of the parent or guardian supervising the education

It is the responsibility of the parent or guardian to ensure that this **Notice of Intent** is filed according to district deadlines and state law (C.R.S. 22-33-104.5). The STEM Homeschool Enrichment Program does not replace or fulfill this legal requirement.

Failure to provide an updated Intent to Homeschool form to your local district may result in ineligibility to participate in the enrichment program.

### Single Program Enrollment Acknowledgment

Per Colorado state policy, a homeschooled student may only be enrolled in one publicly funded homeschool enrichment program at a time.

By enrolling in the STEM Homeschool Enrichment Program, families acknowledge that:

- Their child will not be concurrently enrolled in another public school or publicly funded homeschool enrichment program.
- This program is designed to supplement, not replace, the family's homeschool instruction.
- Students remain classified as homeschool students under state law, and parents retain primary responsibility for their child's education.

### **Parent Acknowledgment:**

All families must sign an annual acknowledgement confirming that they have submitted their Notice of Intent to their resident district and that their student is enrolled exclusively in the STEM Homeschool Enrichment Program.

[STEM Homeschool Enrichment Enrollment Policy](#)

## **Special Education and Support Services**

The STEM Homeschool Enrichment Program is a part-time enrichment opportunity designed to supplement a family's homeschool instruction. As such, students participating in this program are considered homeschool students under Colorado law (C.R.S. 22-33-104.5).

Because this is a homeschool enrichment program and not a full-time public school enrollment, STEM Homeschool Enrichment is not obligated to provide special education services, accommodations, or modifications under the Individuals with Disabilities Education Act (IDEA). The Homeschool Enrichment Program will still meet its applicable obligations under Child Find and non-discrimination laws, including applicable requirements under Section 504 of the Rehabilitation Act.

Families of students with special needs are welcome to participate in enrichment activities; however:

- The program cannot develop or implement Individualized Education Programs (IEPs) or 504 Plans.
- Specialized services (e.g., occupational therapy, speech-language support, counseling, or academic intervention) are not available through this program.
- Parents remain the primary educators and are responsible for arranging any needed evaluations, therapies, or supports through their local school district or private providers.

STEM Homeschool Enrichment will make reasonable efforts to create an inclusive environment and to ensure student safety and participation to the extent possible within the program's structure and resources.

By enrolling in the STEM Homeschool Enrichment Program, families acknowledge that:

- The school is not required to provide or fund special education services.
- Enrollment does not grant eligibility for public school special education resources.
- Parents maintain full responsibility for their child's individualized educational needs.

# Identification, Assessment, and Support for Homeschool Enrichment Students

## Child Find Process

Under federal and state law, all public schools are required to engage in Child Find — a process designed to identify and evaluate children who may have disabilities that impact learning.

- STEM Homeschool Enrichment will work with participants' home District's Child Find program to ensure compliance.
- If a parent, teacher, or staff member suspects that a homeschool student may have a disability, the family will be provided with information about the Child Find process and how to request an evaluation through the district.
- Evaluations are conducted by the district's Child Find team, not by the STEM Homeschool Enrichment Program.

## Assessment and Academic Data

Because homeschool students are not enrolled full-time, the enrichment program does not conduct or administer formal academic assessments (e.g., CMAS or district benchmark testing).

- Parents remain responsible for tracking student academic progress in accordance with Colorado homeschool law (C.R.S. 22-33-104.5).
- Teachers may conduct informal assessments or observations within enrichment activities to guide instruction and provide feedback.

## Supports and Classroom Accommodations

While the STEM Homeschool Enrichment Program is not required to provide special education services, staff will make reasonable efforts to support student participation and inclusion in classroom activities.

- Teachers may adjust materials, pacing, or instructional strategies as appropriate within the general education setting.
- These supports are informal and do not constitute an Individualized Education Program (IEP) or 504 Plan.

## Parental Responsibility

Parents maintain primary responsibility for:

- Initiating contact with their resident district for Child Find evaluations.
- Providing necessary documentation regarding identified needs (if applicable).
- Coordinating any private or district-provided therapies, tutoring, or specialized instruction.

By enrolling in the STEM Homeschool Enrichment Program, families acknowledge that STEM Homeschool Enrichment fulfills its legal obligation to identify and refer potentially eligible students through the Child Find process, but is not required to provide direct special education or related services within the enrichment setting.

## Industry Connection

Our curriculum reflects what today’s industries are seeking—creativity, collaboration, and problem-solving. By engaging in science, engineering, and computer science early, students develop the skills that fuel innovation in careers like technology, sustainability, and design. We incorporate industry experts and mentors into our curriculum so that students are solving real world problems.

## Program Schedule

Tuesday			Thursday		
<b>Grades K-4</b>			<b>Grades 5-8</b>		
9:00-11:30	Kindergarten	Science & Engineering	9:00-11:30	5th & 6th grade	Science & Engineering
	1st & 2nd grade	Computer Science & Robotics		7th & 8th grade	Computer Science & Robotics
	3rd & 4th grade	Science & Engineering	11:30-12:30 Lunch/Recess		
11:30-12:30 Lunch/Recess			11:30-12:30 Lunch/Recess		
12:30-3:00	Kindergarten	Computer Science & Robotics	12:00-3:00	5th & 6th grade	Computer Science & Robotics
	1st & 2nd grade	Science & Engineering		7th & 8th grade	Science & Engineering
	3rd & 4th grade	Computer Science & Robotics			

**Location:** STEM School Highlands Ranch

**Address:** 8920 Barrons Blvd | Highlands Ranch, CO 80129

## Enrollment Information

Enrollment in the Homeschool Enrichment Program is open to homeschool families on a space-available basis.

Priority is given to returning families, siblings, and families within Douglas County.

To express interest, please complete the Homeschool Enrichment Interest Form on our website. You will be contacted with registration and session details when enrollment opens.

## Attendance & Absences

Because activities are hands-on and collaborative, attendance is vital.

If your student will be absent:

- Please notify the program coordinator by email or phone prior to class.
- Students who miss a session may request optional materials to complete at home.

If inclement weather occurs, the program will follow the weather policy of STEM School Highlands Ranch closure or delay announcements.

## Dress Code

Students should wear comfortable, weather-appropriate clothing suitable for hands-on activities, outdoor play, and robotics work.

**Guidelines:**

- Closed-toe shoes are recommended.
- Clothing should be neat, functional, and free of inappropriate images or language.
- Long hair must be tied back for lab or robotics activities.

## Lunch & Snacks

Students should bring a nut-free snack and water bottle each day. Students should also bring lunch. Please avoid sharing food due to allergy risks.

## Parent Partnership

We value our homeschool families as essential partners in learning. Parents receive:

- Optional home extension activities
- Quarterly newsletters with student highlights
- Invitations to Student Showcase Events

Families are encouraged to:

- Support curiosity and exploration at home.
- Communicate questions or feedback with staff.
- Celebrate their student's growth and creativity.

## Student Expectations

Students are expected to:

- Participate actively and try new things.
- Show respect toward peers, staff, and materials.
- Follow safety procedures during experiments and robotics work.
- Work collaboratively, communicate kindly, and problem-solve constructively.

Our classrooms thrive on **respect, teamwork, and curiosity**.

## Student Behavior Expectations

The STEM Homeschool Enrichment Program emphasizes positive, restorative approaches to behavior.

Behavior Standards:

- Show respect for self, peers, staff, and property.
- Use kind, inclusive, and encouraging language.
- Follow directions and class procedures.
- Handle tools and materials responsibly.
- Practice digital citizenship and use technology appropriately.

### **Behavior Interventions:**

1. Verbal reminder and redirection.
2. Reflection break to reset and re-engage.
3. Parent notification if behavior continues.
4. Follow-up meeting if behavior persists, with an emphasis on reflection and problem-solving.

Our goal is always restorative—helping students learn from choices and return positively to the group.

## **Safety Procedures**

Safety is our highest priority.

- Students will receive instruction on tool and equipment safety.
- Staff are trained in emergency procedures and first aid.

## **Emergency Procedures**

The program follows the Standard Response Protocol (SRP) used by Douglas County School District:

- **Secure:** Threat or hazard outside the school.
- **Lockdown:** Threat inside the school—students remain quiet and out of sight.
- **Evacuate:** Students move to a designated safe location.
- **Shelter:** Students take protective action (e.g., during severe weather).

Parents will be notified through school communication channels in the event of an emergency or relocation as outlined by the [I Love You Guys Foundation](#).

## **Assessment & Feedback**

Students do not receive grades. Instead, teachers provide:

- Formative feedback during activities.
- End-of-session reflections on growth, collaboration, and creativity.
- Portfolio opportunities where students can showcase projects.

The focus is on growth, engagement, and curiosity, not letter grades.

## Student Showcase

Each session concludes with a Student Showcase Event where learners demonstrate their projects and share discoveries with families. This celebration highlights student innovation, teamwork, and perseverance.

## Inspire. Innovate. Imagine.

Thank you for being part of the STEM Homeschool Enrichment Program, where curiosity leads the way, creativity drives discovery, and learning is an adventure!

## Contact Information

**STEM Homeschool Enrichment Program**  
8920 Barrons Blvd Highlands Ranch, CO 80129  
Website: [stemHSE.org](http://stemHSE.org)  
Email: [info@stemHSE.org](mailto:info@stemHSE.org)  
(720) 719-9385

# Coversheet

## Enrollment Policy Updates

**Section:** V. KOSON Schools  
**Item:** D. Enrollment Policy Updates  
**Purpose:** Discuss  
**Submitted by:**  
**Related Material:** Presentation - Enrollment Policy Updates 05-2026.pdf  
Policy\_Enrollment\_2026\_redline changes.pdf

# POLICY UPDATE - ENROLLMENT

## RECOMMENDED CHANGES:

- Previously updated to state that we're using STEM's system and not DCSD for open enrollment. Additional minor changes to remove remaining mention of DCSD processes/system.
- No change - Priorities for First Round Open Application.
  - First Priority: Siblings of current STEM students
  - Second Priority: Founding Families and children and grandchildren of current STEM staff
  - Third Priority: Student applicants who are DCSD Residents
  - Fourth Priority: Student applicants who are not DCSD residents.

# POLICY UPDATE - ENROLLMENT

## RECOMMENDED CHANGES:

- Add priorities to Second Round Open Enrollment.
  - DCSD and current process has no defined priorities for 2nd Round Open Enrollment. Only applicants that were not accepted in 1st Round are on prioritized list for 2nd Round and new applicants added to annual prioritized list.
  - Propose adding priorities to reorder the annual prioritized list:
    - First Priority: Siblings of current STEM students and sibling applicants of a student who has accepted an enrollment offer and completed the enrollment process for the same school year.
    - Second Priority: Founding Families, children and grandchildren of current STEM staff, and children and grandchildren of staff who have formally accepted an offer of employment for the applicable school.

# POLICY UPDATE - ENROLLMENT

## RECOMMENDED CHANGES:

- **Revise First Round Open Enrollment Application period**
  - Start earlier than DCSD and end earlier than DCSD
  - DCSD dates for 2025 were Nov 3rd to Dec 1st, with acceptance deadline of Dec 17th and enrollment forms submission by January 10th
  - Proposed timeline is 3rd Thurs in October to 2nd Wed in November
  - Proposed acceptance deadline is 1st Monday in December
- **Round 2 - Enrollment Acceptance Deadline Change**
  - Was “must accept offer within 48 hrs and return enrollment forms and documents within five working days”
  - Propose “must return all enrollment forms and documents within five working days”

# POLICY UPDATE - ENROLLMENT

## RECOMMENDED CHANGES:

- Clarified Sections II. D Admissions and Enrollment II.E - Enrollment Acceptance and Family Responsibilities
  - Reiterated Open Enrollment Round 1 vs Round 2
  - Moved Enrollment Acceptance to 2nd section

**Propose vote during June 2nd meeting**

## Enrollment Policy

### STEM SCHOOL HIGHLANDS RANCH POLICY Enrollment

#### I. PURPOSE

The purpose of this policy is to define the enrollment process and requirements for STEM School Highlands Ranch (STEM). STEM is a free, public charter school authorized by the Douglas County School District (DCSD) and serves grades Kindergarten through 12.

#### II. POLICY

##### A. Open and Choice Enrollment

STEM ~~conducts~~ participates in DCSD's annual open enrollment and choice enrollment processes, ~~adhering to all applicable dates and deadlines.~~ Parents/guardians must submit an application to enroll their student(s) in STEM. ~~STEM utilized DCSD's open enrollment application software platform for open enrollment.~~ ¶

The First Round Open Enrollment Application period begins on the third Thursday in October and closes at 11:59 PM on the second Wednesday in November, and the Second Round Open Enrollment Application period begins on the third Thursday in January and remains open through August 1, or the preceding business day if August 1 falls on a non-working day.

##### B. Prioritizing Applicants

When the number of eligible applicants during the open enrollment period exceeds the spaces available in a particular program, grade or school, as determined by the Executive Director or designee, applications will be prioritized by grade level on the annual prioritized list by the priorities listed below.

- First Priority: Siblings of current STEM students
- Second Priority: Founding Families and children and grandchildren of current STEM staff
- Third Priority: Student applicants who are DCSD Residents
- Fourth Priority: Student applicants who are not DCSD residents.

Enrollment priority does not guarantee enrollment if there is no availability at the applicant's grade level. Due to enrollment priorities, STEM does not release information regarding a particular applicant's position on the list. Applicants with priority as Siblings, Founding Families, and staff members must indicate an complete the Enrollment Priority Request Form on the enrollment application in order to provide proof they meet these enrollment priority criteria. ~~prior to the First Round Open Enrollment Application period.~~ ¶

## Enrollment Policy

Applicants not accepted during enrollment by STEM during the First Round Open Enrollment Application period will automatically be placed on the annual prioritized list. ~~and will have priority over those applicants by applying during the Second Round Open Enrollment Application period.~~

During the Second Round Open Enrollment Application period, the following priorities will be used to reorder the annual prioritized list in accordance with this policy:

- First Priority: Siblings of current STEM students and sibling applicants of a student who has accepted an enrollment offer and completed the enrollment process for the same school year.
- Second Priority: Founding Families, children and grandchildren of current STEM staff, and children and grandchildren of staff who have formally accepted an offer of employment for the applicable school year.

~~First and Second Priority categories from the First Round Open Enrollment Application period will continue to apply during the Second Round Open Enrollment Application period and will be used to reorder the annual prioritized list in accordance with this policy. All other applicants will be considered in the order received, subject to space availability.~~

For purposes of this section, completing the enrollment process means the family has accepted the offer and satisfied all required enrollment requirements established by DCSD and STEM.

STEM's annual prioritized list will be purged upon the close of the Second Round Open Enrollment period of each year, in accordance with DCSD policies. Applicants not offered enrollment must reapply the following year, as the list does not carry over from year to year.

### C. STEM Interest List

STEM offers prospective families the opportunity to complete the STEM Interest Form to receive notifications about open enrollment dates and enrollment related information. Completing the STEM Interest Form is separate from the ~~DCSD/STEM~~ Open and Choice Enrollment processes, and is not considered an open or choice enrollment application. The STEM Interest Form does not guarantee enrollment nor does it obligate families to enroll in STEM.

### D. Admissions and Enrollment ~~Phase~~

#### Open Enrollment Round 1

Once issued an offer of enrollment during the First Round Open Enrollment Application period on the ~~second Friday in November~~ ~~first Friday in December~~, parents/guardians must accept the offer by the First Round Open Enrollment Application Acceptance and Enrollment period deadline of the ~~first~~ ~~third~~ ~~Monday~~ ~~Friday~~ in December. If a deadline falls on a non-work day, it will be adjusted to the next business day. ¶¶

#### Open Enrollment Round 2

## Enrollment Policy

Once issued an offer of enrollment during the Second Round Open Enrollment Application period, parents/guardians ~~must accept the offer within 48 hours, and~~ **must complete the Enrollment Phase, by returning all enrollment forms and documents within five working days of when the enrollment offer was issued.**

~~Parents/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 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.). Failure to respond to the enrollment offer by the deadline may result in the enrollment offer becoming void and the opening will be offered to the applicant next on the annual prioritized list.~~

### ~~E. Enrollment Phase~~

~~To complete the enrollment phase, parents/guardians must complete and return all registration and enrollment forms within five working days of when the enrollment offer was issued. Failure to complete and return all required registration and enrollment forms by the deadline may result in the enrollment offer becoming void and the opening will be offered to the applicant next on the annual prioritized list. Under DCSD guidelines, by accepting an offer of enrollment at STEM, you have established STEM as your student's assigned school through 12th grade.~~

### **FE. Enrollment Acceptance and Family Responsibilities**

**Failure to complete and return all required registration and enrollment forms by the deadline may result in the enrollment offer becoming void and the opening will be offered to the applicant next on the annual prioritized list, if applicable. Under DCSD policy, by accepting an offer of enrollment at STEM, you have established STEM as your student's assigned school through 12th grade.**

Parents/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 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.). Failure to respond to the enrollment offer by the deadline may result in the enrollment offer becoming void and the opening will be offered to the applicant next on the annual prioritized list.

### **GF. Enrollment for Students Receiving Special Education Services**

Requests from the parents/guardians of students receiving special education services for choice enrollment to STEM shall be considered in accordance with applicable state and federal laws. Consideration of whether or not a student receiving special education services is able to enroll in a school of choice shall be implemented in a two-step process. The first step of the process is the Admissions Phase and the second step is the Enrollment Phase. In order for a student receiving special education services to enroll and attend a school of

## *Enrollment Policy*

choice, the student must be admitted after completion of the Admissions Phase of the process and then must be approved for enrollment during the Enrollment Phase of the process.

During a school's Admissions Phase of the process, including any lottery or similar process, school shall not in any way inquire into the disability status of a student. If a student receiving special education services is admitted through the Admissions Phase of the process, the student must still be approved for enrollment into the school of choice. During the Enrollment phase of the process, the student's current Individualized Education Program (IEP) shall be reviewed to determine if the student's IEP can be appropriately implemented at the requested school or program so the student can be provided a Free Appropriate Public Education (FAPE). If there is a determination that the student's IEP cannot be implemented at the requested school, student enrollment may be denied and the student may be assigned to another school where the student's IEP can be implemented as developed by the IEP team. Decisions to assign the student to another school shall be made with due consideration for the impact on the child's total education program and must include parent/guardian participation.

### G. Vacancies

Should a vacancy become available prior to the end of the Second Round Open Enrollment Application period, the vacancy will be filled as specified above. Should a vacancy become available between the end of the Second Round Open Enrollment Application period and October 1st, the vacancy may be filled through the Choice Enrollment process. Should a vacancy become available 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.

### H. Choice Enrollment

Following the close of the Second Round Open Enrollment Application period, STEM may offer choice enrollment to new DCSD and non-DCSD students throughout the school year based on availability. New DCSD students are those who have moved into DCSD after the Second Round Open Enrollment Application period has closed and/or have not yet enrolled in a DCSD school. For eligible students, STEM offers a STEM School Highlands Ranch New Student Choice Application process available on the STEMK12.org website. **Once issued an offer of enrollment during the Choice Enrollment Application period, parents/guardians must complete the Enrollment Phase, by returning all enrollment forms and documents within five working days of when the enrollment offer was issued.**

*Enrollment Policy*

**I. Transfers**

Students may choose to enroll in STEM after the Second Round Open Enrollment Application period closes; however, for students already enrolled in DCSD, the process for administrative transfers in accordance with DCSD Policy JCA/JFB-R shall be followed.

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

STEM School Highlands Ranch

By: \_\_\_\_\_  
(Signature, Board Secretary)

\_\_\_\_\_  
(Printed name, Board Secretary)

- Adopted: 2019
- Revised: January 2023
- Revised: August 2023
- Revised: October 2023
- Revised: October 2024
- Revised: April 2025
- Revised: June 2026