

APPROVED



## STEM School Highlands Ranch

### Minutes

#### Board of Directors Meeting

---

##### **Date and Time**

Tuesday May 14, 2024 at 5:30 PM

##### **Location**

P-tech Building

8920 Barrons Blvd

Highlands Ranch, CO 80129

---

Webinar Link: Join from a PC, Mac, iPad, iPhone or Android device: Please click this URL to join. <https://zoom.us/j/97049693895?pwd=RStxcVh2ay8rSVdvWTFJRHEaFNLUT09>

Passcode: 919339

---

Link to Meeting Presentation Slides

---

##### **Directors Present**

C. Gustafson, D. Lomelino (remote), E. Quigley, G. Shick (remote), K. Reyna, L. Davison, M. Horne, R. Lukez

##### **Directors Absent**

I. Kalra

##### **Directors who arrived after the meeting opened**

G. Shick

##### **Ex Officio Members Present**

M. Cartier

---

## Non Voting Members Present

M. Cartier

## Guests Present

A. Westfall, L. Kovalesky, N. Bostel

---

## I. Opening Items

### A. Record Attendance

### B. Call the Meeting to Order

K. Reyna called a meeting of the board of directors of STEM School Highlands Ranch to order on Tuesday May 14, 2024 at 5:34 PM.

### C. Pledge of Allegiance

### D. Reciting of the Mission Statement

### E. Approve Minutes

E. Quigley made a motion to approve the minutes from Board of Directors Meeting on 04-02-24.

L. Davison seconded the motion.

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

#### Roll Call

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

### F. Approve Minutes

E. Quigley made a motion to approve the minutes from Special Meeting on 04-16-24.

R. Lukez seconded the motion.

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

### G. Approve Minutes

E. Quigley made a motion to approve the minutes from Board Meeting - Special Session on 03-26-24.

R. Lukez seconded the motion.

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

## **II. Community Updates**

### **A. PTO Bi-Annual Update**

Moved to June BOD Meeting.

## **III. Board Committee Updates**

### **A. Governance Committee**

Tim Farmer (STEM Attorney) joined for discussion of Parent/Student and Staff Handbook. The BOD will vote on the Parent/Student Handbook in the June 4th Meeting. The Staff Handbook will be discussed at a later date.

Parent/Student Handbook has been shared with the full board to review with instructions to pay special attention to some areas in particular. (slide 1 in presentation)

T. Farmer- Encourages BOD to not get into the minutia of each point but to provide clear guidelines for school administration to utilize.

Note: In instances where we follow DCSD's policy, we will have a link to the DCSD policy.

The June 4th deadline is to ensure it is ready prior to express check in for Fall 2024. It will need to be uploaded before July 1, 2024.

G. Shick arrived at 5:58 PM.

### **B. Finance Committee**

Star Ake Presentation- Proposed Budget and Recommended Adopted Budget

Some changes to the proposed budget from last year include increasing Student Annual Fees by \$50. This increase will generate approximately \$80,000. There are a couple new positions that did not exist in previous years. Now that we are using the DCSD salaries, there will be a higher salary expense.

BOD Questions/Comment:

What do the student fees go toward?- Mostly toward Teacher Stipends. We also do not ask parents for school supplies like neighborhood schools do because we supply school supplies out of this income.

-There should be a communication in place that makes this really clear for parents so that the message lands the way we want it to.

-It would be good to show that our PPR is less than the rest of the district and that the district is less than the rest of the state. Educating the community about how the Charter school financials work in comparison to a neighborhood school, with part of PPR going to the District.

R. Lukez made a motion to approve the budget as proposed.

E. Quigley seconded the motion.

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

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

##### **A. Student Government Spotlight**

Student government gave a recap of all the events they did this year and introduced the new officers for the 2024-25 School Year.

2024-25 Officer Team:

Auburne Mauger- Student Body President

Kylie Pautler- Student Body Vice President

Maya Thatcher- Student Body Treasurer

Evan Choi- Student body Secretary

##### **B. Executive Director Report - STEM**

L. Kovalesky gave Updates for Elementary and Secondary:

Important upcoming events (all can be found in the school calendar)

Hiring updates: Positions that need to be filled, positions that we recently filled.

Enrollment as of April 2024- Total 1384: ES-515, MS- 441, HS- 428,

Anticipated enrollment- Total 1392: ES- 539, MS- 442 and HS- 404.

TLCC Survey Results - Great growth in teacher/staff satisfaction, results are in comparison to other Colorado charter schools and STEM historical data. Full report on Colo Dept of Education website.

Summer activities include work on lessons plans and PBL units, facility updates, and student events.

BOD Request to make this TLCC PDF accessible in the board book

## V. Board of Directors Update

### A. 2024 Class A Election

Gina Wing won the parent election and has become our new Class A BOD member. On June 1st we will set up her account.

Michelle Horne's term will end May 31st.

### B. General Updates

Board On Track survey will be completed over the next month. Discussion about whether Michelle Horne or Gina Wing should be included in the survey. It was determined that the BOT survey will be sent out in June to assess the new board for next year, so Gina will be included and not Michelle.

Board Training will be June 21st.

### C. Upcoming Agenda Items

## VI. Public Comment

### A. Public Comment Sign up link

No one signed up for Public Comment.

## VII. Executive Session

### A. Convene to Executive Session

R. Lukez made a motion to go into Executive session for stated subject at 7:20 PM.

C. Gustafson seconded the motion.

*CRS 24-6-402(4)(e)(I) for determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and instructing negotiators. Discussion of contract renewal terms for KOSON CIO.*

*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 EOY Evaluation.*

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

Executive session lasted 7:28pm-8:59pm.

Resumed Public Session at 9:00pm.

## VIII. Closing Items

### A. Adjourn Meeting

C. Gustafson made a motion to adjourn public session at 9:00pm.

L. Davison seconded the motion.

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

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,

M. Horne

---

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