

APPROVED



## STEM School Highlands Ranch

### Minutes

#### Annual Board Training

2024-25 Annual Training and Retreat

---

**Date and Time**

Friday June 21, 2024 at 9:00 AM

**Location**

Capitol Peak Conference Room  
Building 1  
Charles Schwab Corporate Office  
9899 Schwab Way  
Lone Tree, CO 80124

---

**Directors Present**

C. Gustafson, D. Lomelino, E. Quigley, G. Shick, G. Wing, I. Kalra, K. Reyna, L. Davison

**Directors Absent**

R. Lukez

**Directors who left before the meeting adjourned**

D. Lomelino, L. Davison

**Ex Officio Members Present**

M. Cartier

---

**Non Voting Members Present**

M. Cartier

**Guests Present**

L. Kovalesky, Tim Farmer

---

**I. Opening Items**

**A. Welcome and Coffee**

**B. Record attendance**

**C. Call the Meeting to Order**

C. Gustafson called a meeting to order on Friday Jun 21, 2024 at 9:22 AM.

**II. Board Training**

**A. Bylaws, Conflict of Interest, Oath - 9:10**

Welcome by Carla and overview of day's agenda

**B. Governance, Roles and Responsibilities - 9:30**

Presentation by Gina Fafard

**C. Legal Overview - 10:30**

Presentation by Tim Farmer. Overview of board duties and COML/CORA.

**D. Lunch Break - 12:00**

LynAnn arrived. Tim Farmer left after lunch.

**E. Financial Review - 12:30**

Presentation by Darrell Lomelino

**III. Strategic Planning**

**A. Strategic Planning Presentation and Discussions**

Presentation by Matt Cartier. SWOT discussion, Bellwether analysis/discussion, strategic plan discussion/questions.

L. Davison left at 4:32 PM.

D. Lomelino left at 4:55 PM.

**IV. Closing Items**

**A.**

### **Closeout and Next Steps**

Discussion around timelines for website/branding/newsletter, other initiatives.

Next board meeting August 6, 2024

### **B. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:08 PM.

Respectfully Submitted,  
I. Kalra

---

### **Documents used during the meeting**

- KOSON\_STEM Board Training June 2024\_20240602.pdf
- STEM June2024 Board Structure for Success\_Final.pdf
- STEM Strategic Plan SLIDE PRESENTATION Board Retreat Agenda.pdf