APPROVED

STEM School Highlands Ranch

Minutes

Board of Director's Meeting

Date and Time
Tuesday January 7, 2025 at 5:30 PM

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

Join from a PC, Mac, iPad, iPhone or Android device:
Please click this URL to join. https://zoom.us/j/96916599576?pwd=3FbC4D1oROtEaq1eZXVvPxwWnRc2lY.1
Passcode: 631204

Directors Present
C. Gustafson, D. Lomelino (remote), G. Shick (remote), G. Wing, K. Reyna (remote), L. Davison, R. Lukez

Directors Absent
E. Quigley, I. Kalra

Directors who arrived after the meeting opened
K. Reyna

Ex Officio Members Present
M. Cartier

Guests Present

A. Westfall, Cortney Crouch, L. Kovalesky (remote), M. Pritchard, Ryan Mehaffey, 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 Jan 7, 2025 at 5:35 PM.

C. Pledge of Allegiance

D. Reciting of the Mission Statement

II. Approve Meeting Minutes

A. Approve Minutes 12/3

R. Lukez made a motion to approve the minutes from Board of Director's Meeting on 12-03-24.
L. Davison seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Approve Minutes 12/9

R. Lukez made a motion to approve the minutes from Board Meeting - Special Meeting on 12-09-24.
L. Davison seconded the motion.
The board **VOTED** unanimously to approve the motion.
C. Gustafson made a motion to Make an Agenda change to move the facilities update to be part of the budget review.
G. Wing seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Public Comment - Moved earlier due to Executive Session

A. Public Comment Sign up link

No one signed up for public comment

IV. STEM School Highlands Ranch Updates

A. Facilities Update

K. Reyna arrived at 5:43 PM.

Facilities update discussion moved to Budget review section.

B. AP Diploma Program Approval

Here's how it works: 1. AP Seminar: In this course, students explore real-world issues through multiple perspectives, research various topics, and develop arguments through written essays, presentations, and team projects. 2. AP Research: Following AP Seminar, this course allows students to design, execute, and defend a year-long research project on a topic of their choice, culminating in a research paper and an oral defense. 3. Additional AP Exams: Students must also pass four additional AP exams in any subject to qualify for the diploma.
R. Lukez made a motion to Approve the AP Diploma Program as presented, starting in 25/26 school year.
G. Wing seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. KOSON Schools

A. CIO Update - Strategic Updates

Matt presented updates to potential growth in DCSD. Letter of Intent will be sent to DCSD later this week to start the process and formal discussion with the District. Potential areas include Sterling Ranch and the Canyons. John Adams school has a goal to open in 2026 in Sterling Ranch through application to CSI.

VI. Board Committee Updates

A. 2024/25 Budget Update Presentation and Approval

Matt Cartier with Chris Damour presented the proposed facility improvements based on DCSD Bond approval and requested reserve funding

money set aside toward playground- all elementary kids

750 broken into 2 buckets- we can get them done by end of July
bond money- working with liaison - that money will be spent over 2-3 years
What percent of that 750 would hit next year? 60 percent by the end of June, and the rest after, but we'll know more moving forward
Secondary and elementary lobby- updating and refreshing
Elementary cafeteria and gymnasium acoustics has been on the list 5-6 years- other rooms could use
Some numbers are earmarked, and we can discuss changes as needed.

Matt, Darrell, and Finance Committee presented update 24/25 Budget for Approval. The proposed budget utilizes $1.5 million from reserves, $750K for facilities capital projects and $750K for legal expenses. Ryan Mehaffey reviewed the key changes from the Draft

updated budget presented in December. Matt described the $311K decrease due to student count discrepancy which required the updated budget to be adjusted. This $311K funding will need to be requested through the appeal process, which is currently a 2 year process.

Discussion that Matt and team have some flexibility to balance and adjust, as long as the adjustments are within the approved budget. Discussion on how to streamline the approval process going forward.

B. Board Approval of Revised FY 24/25 Budget

R. Lukez made a motion to approve this resolution as stated.
L. Davison seconded the motion.
Be it resolved by the Board that the amounts shown in the attached schedule be appropriated to each fund as specified in the REVISED ADOPTED BUDGET for the ensuing fiscal year beginning July 1, 2024 and ending June 30, 2025.
The board **VOTED** unanimously to approve the motion.

C. Board Approval to spend reserve funds in FY 24/25

R. Lukez made a motion to approve this resolution as stated.
L. Davison seconded the motion.
Be it further resolved, in accordance with C.R.S. 22-44-105, the Board authorizes the use of a portion of the Fiscal Year 2024/25 Beginning Fund Balance from the General Fund in the amount of $ 1,495,770.
Be it further resolved, that the use of this portion of the beginning fund balance for the purposes
set forth above will not lead to an ongoing deficit, provided the use of funds from fund balance is one time.

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

D. Governance Committee Update

Staff Handbook Presentation

Jan 15th is the next Governance meeting. The BOD should look through the Handbook and provide feedback to Gov committee if there are questions/comments. We can allow more time for discussion at the next Board meeting, if needed. The goal is to approve the policy sections of the Staff Handbook at the February meeting.

E. Advancement Committee

Matt Cartier and Greg Shick presented the proposed plan to rename the Advancement Committee to the Fundraising Committee and setup a Replication/Expansion Task Force. Board approval requested to rename the Committee and setup a new Task Force.

We are requesting another board member to join the replication and expansion task force. If anyone is interested, reach out to Matt and/ or Greg.

We can vote on changing the name and setting up the new taskforce (Greg as chair) at the next meeting. No vote was taken at this meeting.

VII. Executive Session Discussions

A. Convene Executive Session

R. Lukez made a motion to recess into executive session for the stated reason at 6:53 pm. 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.
Executive Session went from 7:10 to 9:06 pm.
Matt Cartier and Eric Hall were present in addition to Directors.
The board **VOTED** unanimously to approve the motion.

B. Public Session

Public session resumed at 9:07 pm.

There was no need for a vote.

VIII. Closing Items

A. Adjourn Meeting

G. Wing 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 9:08 PM.

Respectfully Submitted,
C. Gustafson

Documents used during the meeting

- AP Diploma Program.pdf

- AP Diploma Programming.pdf
- Douglas_County_Growth_Strategy.pptx.pdf
- STEM_FY25_Revised_Budget_Final_for_Board_Adoption.pdf
- Staff Handbook Presentation.pdf

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.