

APPROVED



## STEM School Highlands Ranch

### Minutes

#### Board of Director's Meeting

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

Tuesday June 3, 2025 at 5:30 PM

##### **Location**

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

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

Please click this URL to join. [https://zoom.us/j/96916599576?](https://zoom.us/j/96916599576?pwd=3FbC4D1oROtEaq1eZXVvPxxWnRc2lY.1)

[pwd=3FbC4D1oROtEaq1eZXVvPxxWnRc2lY.1](https://zoom.us/j/96916599576?pwd=3FbC4D1oROtEaq1eZXVvPxxWnRc2lY.1)

Passcode: 631204

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##### **Directors Present**

C. Gustafson, D. Lomelino, E. Quigley, G. Wing (remote), I. Kalra, R. Lukez

##### **Directors Absent**

*None*

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

M. Cartier

##### **Non Voting Members Present**

M. Cartier

##### **Guests Present**

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A. Cardinal, Adelita Campbell, Chris Damour, Cory Wroblewski, Kevin Leung, L. Kovalesky, Laurie Veldhuizen (remote), M. Pritchard, Ryan Alsup, S. 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 Jun 3, 2025 at 5:34 PM.

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

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

## **II. New Terms - Community and Parent Members**

### **A. New Community Member terms**

R. Lukez made a motion to approving Carla and Darrell for new 3 year terms through May 2028.

I. Kalra seconded the motion.

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

### **B. Class A Parent Election**

E. Quigley made a motion to Accept election results with Adelita Campbell as new parent member.

R. Lukez seconded the motion.

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

## **III. Approve Meeting Minutes**

### **A. Board Meeting May 12th**

D. Lomelino made a motion to approve the minutes from Board of Director's Meeting on 05-12-25.

R. Lukez seconded the motion.

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

### **B. Special Board Meeting May 21st**

E. Quigley made a motion to approve the minutes from Board Meeting - Special Meeting on 05-21-25.

D. Lomelino seconded the motion.

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

**Roll Call**

E. Quigley	Aye
G. Wing	Aye
C. Gustafson	Aye
D. Lomelino	Aye
I. Kalra	Abstain
R. Lukez	Abstain

**IV. CIO Annual Review**

**A. CIO Annual Evaluation**

Summary of CIO Annual Evaluation Report

I. Kalra made a motion to approve the CIO Annual Evaluation Report.

E. Quigley seconded the motion.

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

**B. CIO Employment Agreement Renewal**

- Originally, contract was missing PTO agreement; additional day per service year and roll over/pay out to align with Colorado law and organizational practice.
- Remove July 5th as paid holiday to be consistent with rest of organization.
- Granted sick leave, not accrued, not paid out if unused.

I. Kalra made a motion to approve amendments to CIO contract as listed.

D. Lomelino seconded the motion.

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

R. Lukez made a motion to authorize Carla, as board chair, to execute CIO contract as amended.

E. Quigley seconded the motion.

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

**V. Community Members - Fill Vacant Seats**

**A. New Community Members - filling vacant seats**

I. Kalra made a motion to Approve Kevin Leung and Cory Wroblewski to fill vacant community seats.

E. Quigley seconded the motion.

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

All following votes include new board directors (but they are not listed on BOT, yet).

**VI. STEM School Highlands Ranch Updates**

**A.**

## **STEM ED Presentation**

2024-2025 ended with 1379 students

2025-2026 projected enrollment increasing 11% (1543); there might be some loss over summer; budgeted at 1530

Hiring updates:

MS English, GT, IAs, In-house substitute

SAC Survey results summarized, trends are positive, admin working on goals based on feedback (GT, staffing, class sizes, class space, etc.)

## **B. 2025/26 Parent/Student Handbook and Fees**

Update on Technology student fees for (damage to technology), any surplus will roll over to technology budget to buy new equipment.

(Correction: Grades 6-7 should be \$275). Recommendation to be clearer about technology fee for Grades 1-5 and Grades 6-7 and Grade 8 to clarify no technology fee

Question about how many repairs are made in house? 119 repairs for 6th grade laptops last year;

Goal is to minimize time for admin, IT, staffing, etc.

R. Lukez made a motion to approve parent handbook pending changes to student fees document.

D. Lomelino seconded the motion.

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

## **C. Present Preliminary 2026/2027 School Calendar**

No changes, will be shared with staff/families, will move forward to vote in October

## **VII. KOSON Schools**

### **A. CIO Update - Strategic Updates**

Replication Application

- Disappointment for denial by DCSD
- Frustrations around changes in strategy/land use by district
- Challenges around extended timeline, letters of interest (100 in 2 days), flexibility
- Invited to reapply next year with more documentation

Core Values

- Updated nouns to verbs to make it more of actions

#### Board Retreat

- Mission/Vision discussion
- Review strategic plan
- Network growth - board governance
- Committees - roles/responsibilities
- Priorities for 2025/26

#### **B. DCSD Replication Application**

Will discuss/explore additional strategies at Board retreat

#### **C. Littleton School District - Letter of Intent**

Met with superintendent and board director, zoning/planning

Stressed that we're expanding with existing students to new space

Need to focus on community relations/communications

R. Lukez made a motion to approve proposed Resolution to prepare and submit a Letter of Intent to submit a charter school application in Littleton School District, as determined by CIO.

Seconded by Cory

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

#### **D. Lease Agreement - Office Space**

Update on office lease and shared services move; update on master plan and flexible space.

Time frame around September 1, ~\$50k

R. Lukez made a motion to to approve proposed lease agreement for office space at 1101 W. Mineral Ave, Littleton, CO 80120.

E. Quigley seconded the motion.

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

#### **E. Board Officers for 2025/2026**

The following officers were approved for 2-year terms June 4, 2024. New officers will be elected in June 2026, with the plan that the Vice Chair will transition to Chair (maybe)

President/Chair - Carla Gustafson

Vice President/Vice-Chair - Erin Quigley

Treasurer - Darrell Lomelino

Secretary - Ishmeet Kalra

#### **VIII. Consent Agenda**

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

R. Lukez made a motion to approve consent agenda.  
Seconded by Adelita Campbell;

Kevin abstained; everyone else voted yes  
The board **VOTED** to approve the motion.

##### **Roll Call**

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

#### **IX. Board Committee Updates**

##### **A. Academic Excellence Committee Update**

Update on Academic Excellence  
Edits to curriculum policy  
Novel adoption process  
Social Institute partnership (using AI responsibly/PD)

##### **B. CIO Support & Evaluation Committee Update**

No additional updates

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

Update on budget (\$400k surplus)  
Supplemental budget for DCSD due July 30th

Darrell highlights Finance Committee Report for board to look through, will update next board meeting

R. Lukez made a motion to approve Resolution of Appropriation.

E. Quigley seconded the motion.

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

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

Revised Community Use of Facilities policy  
Will allow new board members to weigh in, board approval at August meeting  
Ish will reach out to Cory about bylaw edits

##### **E. Growth Task Force Updates**

No updates

## **X. Public Comment**

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

No public comment

## **XI. Oath of Office - New Board Members**

### **A. Amy and Carla will fix the form and get it notarized at Board Retreat**

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

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

Online training, Carla will send out links and add as goals to BOT  
Board Assessment

## **XIII. Closing Items**

### **A. Adjourn Meeting**

E. Quigley made a motion to adjourn.

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 8:42 PM.

Respectfully Submitted,  
I. Kalra

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## **Documents used during the meeting**

- EOY CIO Summary Report\_May 2025.pdf
- June Board Presentation 24\_25.pdf
- 2025-26 STEM Student Fees.pdf
- 2025-2026 STEM Parent Student Handbook .pdf
- Preliminary - 2026-2027 STEM Academic Calendar- opt 1.pdf
- CIO Board Presentation 20250603.pptx.pdf
- Lighthouse Bylaws\_Aproved\_20250521\_signed.pdf
- Written Resolution of the Board of Directors (Lighthouse) v1.pdf
- Supplemental Budget FY 24-25 presentation.pdf

- 24-25 BODResolution - Supplemental.pdf
  - Supplemental Budget DCSD 24-25.pdf
  - Policy\_Community Use of Facilities\_2025.pdf
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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.