APPROVED

STEM School Highlands Ranch

Minutes

Board of Director's Meeting

Date and Time
Tuesday June 3, 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, E. Quigley, G. Wing (remote), I. Kalra, R. Lukez

Directors Absent
None

Ex Officio Members Present
M. Cartier

Guests Present
A. Cardinal, Adelita Campbell, Chris Damour, Cory Wroblewski, Kevin Leung, L. Kovalesky, Laurie Veldhuizen (remote), M. Pritchard, Ryan Alsup, S. Milner

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

G. Wing	Aye

Roll Call

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

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_Approved_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

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.