

APPROVED



## STEM School Highlands Ranch

### Minutes

#### Annual Board Training

---

**Date and Time**

Friday June 13, 2025 at 8:30 AM

**Location**

Waner Construction (park at P-Tech)

8950 Barrons Blvd, Suite 103

Highlands Ranch, CO 80129

and

P-Tech Building (after 3:30)

8920 Barrons Blvd

Highlands Ranch, CO 80129

---

**Directors Present**

A. Campbell, C. Gustafson, C. Wroblewski, D. Lomelino, E. Quigley, K. Leung

**Directors Absent**

G. Wing, I. Kalra, R. Lukez

**Directors who arrived after the meeting opened**

E. Quigley

**Directors who left before the meeting adjourned**

E. Quigley, K. Leung

**Ex Officio Members Present**

M. Cartier

---

## **Non Voting Members Present**

M. Cartier

## **Guests Present**

A. Cardinal, Brad Miller, Miller Farmer Carlson Law, Gina Fafard, Board on Track, L. Kovalesky, Laurie Veldhuizen, Terry Croy Lewis, CSI, Tim Farmer, Miller Farmer Carlson Law

---

## **I. Opening Items**

### **A. Welcome and Coffee**

### **B. Record Attendance**

### **C. Call the Meeting to Order**

C. Gustafson called a meeting of the board of directors of STEM School Highlands Ranch to order on Friday Jun 13, 2025 at 9:01 AM.

## **II. Board Training**

### **A. Governance Training**

Gina Fafard with Board on Track provided governance training from 9:13 to 9:48, via Zoom.

Gina then left the meeting.

### **B. Break**

### **C. Legal and Policy Training**

Tim Farmer with Miller Farmer Carlson Law provided policy and legal training from 9:49 to 10:57, via Zoom. Tim then left the meeting.

LynAnn Kovalesky joined the meeting at 10:33.

## **III. Strategic Discussions and Planning**

### **A. Strategic Topics and Discussion**

Discussions led by Matt and LynAnn.

Mission, Vision, and Values discussions. STEM Leadership/Admin team discussing proposed updates to Mission and Vision and will present to Board in fall for concurrence/approval. Proposed Core Values have been previously presented to Board and approved by Board. Any updates to Core Values will be presented to Board in fall for concurrence/approval.

### **B.**

## **Working Lunch**

Lunch from 12:00 to 1:00 at P-Tech building

Laurie Veldhuizen joined the meeting at 1:00

## **C. Strategic Discussions and Topics - Continued**

Strategic Plan Review and Projection

Review updates spreadsheet with Strategic Plan Focus Area, Priorities, Description, Initiatives, Metrics and details. Request Board review and input/comments as a follow-up to the meeting.

Potential new initiatives - 15th anniversary focus, alumni connections, fundraising strategy, Koson brand development.

### **Goals for 25/26:**

Strategic Pacing and Prioritization

- Master Plan
- Strategic Thinking and Budgeting
- Build Assets to Deploy in Various Settings
- Community Engagement - Industry Partners, Politicians, Donors, School Families

Leadership Development and Delegation

- Elevate and Delegate Roles
- Grow leadership in HR, IT, Communications, and Facilities
- STEM/Koson Board Responsibility and Distinction

Financial Transparency and Clarity

- Execute New Budget Management Process
- Update Policies
- Implement New Software

Fundraising Strategy and Execution

- Launch Accelerator Fund
- Launch Student Fundraiser
- Build Database of Supporters
- Start Building Relationships
- Identify Grants to Pursue
- Hold Fundraising Event

STEM 25/26 Strategic Tasks

### Preparing to Grow

Koson Shared Services Team structured to support growth

Koson/STEM Roadmap for Growth

- Mission/Vision/Values/Portrait of a Graduate
- Leadership Team
- Policies and Procedures
- Organizational Structure
- Professional Development
- Codification on Academic Model, Professional Development, and SOP's.
- Community Outreach and Development
- Objectives

### Board Roadmap for Growth

- Understand Current Model
- Understand Why
- Determine Readiness
- Build Governance Expertise
- Determine Structure
- Approve Strategic Growth Plan
- Establish and Monitor Metrics
- Structure Financials Per School, Per Student
- Build Community and Political Support

Authorizer Discussion related to growth opportunities

Brad Miller and Terry Croy Lewis joined the meeting at 2:35

E. Quigley left at 2:45 PM.

### **D. Strategic Discussions and Topics - Continued**

Relocate meeting to P-Tech building at 3:25.

Continue Authorizer Discussion related to growth opportunities

Terry Croy Lewis left the meeting at 3:48.

Continued Authorizer discussions related to growth opportunities

E. Quigley arrived at 4:00 PM.

Continued Authorizer discussions related to growth opportunities.

Discussion on potential growth opportunities.

Brad Miller left at 5:10

K. Leung left at 5:15 PM.

Laurie Veldhuizen left at 5:43

#### **IV. Closing Items**

##### **A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:49 PM.

Respectfully Submitted,  
C. Gustafson

---

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.