APPROVED

# STEM SCHOOL
HIGHLANDS RANCH

## STEM School Highlands Ranch

# Minutes

## Board of Directors Meeting

Monthly Meeting

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**Date and Time**
Tuesday November 4, 2025 at 5:30 PM

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

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Join from PC, Mac, iPad, or Android: [https://zoom.us/j/95825391000?pwd=msncIVBra97QrHttP6dmqMTMcpbaV9.1](https://zoom.us/j/95825391000?pwd=msncIVBra97QrHttP6dmqMTMcpbaV9.1)
Passcode:771384

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**Directors Present**
A. Campbell, C. Gustafson, C. Wroblewski, D. Lomelino, E. Quigley (remote), G. Wing (remote), I. Kalra, K. Leung (remote), R. Lukez

**Directors Absent**
*None*

**Directors who arrived after the meeting opened**
C. Wroblewski, D. Lomelino, E. Quigley

**Directors who left before the meeting adjourned**
K. Leung

**Guests Present**

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A. Cardinal (remote), L. Kovalesky, M. Cartier, M. Pritchard (remote), Michelle Gasser (remote), 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 Nov 4, 2025 at 5:30 PM.

### C. Pledge of Allegiance

### D. Reciting of the Mission Statement

## II. Approve Meeting Minutes

### A. Board Meeting October 7th

R. Lukez made a motion to approve the minutes from Board of Directors Meeting on 10-07-25.
I. Kalra seconded the motion.
The board **VOTED** unanimously to approve the motion.
C. Wroblewski arrived at 5:32 PM.
E. Quigley arrived at 5:34 PM.
D. Lomelino arrived at 5:52 PM.

## III. STEM School Highlands Ranch Updates

### A. STEM School HR Update

Executive Director Updates

- New STEM school gear online - ability for community to purchase and shipped directly to home address
- Colorado Parent Magazine winner for multiple categories!!
- Boosterthon Fun Run Updates
- Prospective Spartan Night was a success
  - Open enrollment window is now open (using our website)
  - 102 K and 6th grade in the first 2 days
- New Communications Coordinator - Allie Everson
- Current enrollment 1458, possible adjustment after final October count numbers in December

## IV. KOSON Schools

### A. CIO Update

Growth Task Force Priorities

- Homeschool Enrichment
- 10 year master plan
- Preschool Launch
- Other brick & mortar schools

Ongoing focus area to build assets and research other STEM schools and charter networks
CIO goal tracker to track progress

### B. 25/26 Budget Update

State Budgeting Process starts in November, long bill approved May-June
Koson Budgeting Process starts in January, due to DCSD in April

Revised budget details tied to enrollment changes; offsets discussed to balance budget
Will get safety and security updates in January through district bond

Will implement first internal audit for Q1

### C. Policy Update

Board Reserve Policy

- Developed by Finance committee, discussed at Governance, will vote next meeting
- Increase transparency and accountability

Board Fundraising Policy

- Developed by admin team, discussed by Finance committee, discussed at Governance, will vote next meeting
- In conjunction with the formation of separate non-profit Koson Foundation to provide transparency and accountability of funds raised through fundraisers

Policy Template Date Modification

- Changing from European to American date format

K. Leung left at 6:30 PM.

### D. Propose Re-Establishing Koson Foundation Board

In general School Foundation Corporation (non-profit) to manage funding to support areas not fully covered by public budget

- Fundraising and Financial Support
- Strategic Planning and Governance
- Community Engagement

Oversight comes from Koson Board; Fundraising Policy clarifies relationship
Discussion around filing paperwork and making sure paperwork is updated.

Propose 5 board members with CIO and CFO filling two seats. For initial board, current Koson Board members proposed as Foundation Board members. D. Lomelino, R,. Lukez, C. Wroblewski, and C. Gustafson expressed interest in serving on Koson Foundation Board.

## V. Consent Agenda

### A. Vote for Consent Agenda Items

I. Kalra made a motion to approve consent agenda.
C. Wroblewski seconded the motion.
The board **VOTED** unanimously to approve the motion.

## VI. Board Committee Updates

### A. Academic Excellence Committee Updates

Follow up on disparities in high school that were noticed during UIP discussion.
Updating one-pager and developing SOP for course vetting
Matt to work on shared definition of academic excellence

### B. CIO Support & Evaluation Committee Updates

Mid - year check in, contract decisions and board timeline

### C. Finance Committee Update

Audit was submitted; will try to improve process next year
ERP implementation to provide faster updates

### D. Governance Committee Update

Board Assessment Update to evaluate board processes

### E. Growth Task Force Update

Draft one pager in board book

## VII. Board of Director's Updates

### A. Preview of Next Meeting

Approving updated budget
Audit presentation
CIO support and evaluation - mid year check in
Approving one pager
Fall survey data

## VIII. Closing Items

### A. Adjourn Meeting

D. Lomelino 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 8:05 PM.

Respectfully Submitted,
I. Kalra

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## Documents used during the meeting

- November Board Presentation 25_26.pdf
- CIO Board Presentation 20251104.pptx.pdf
- Revised Budget FY 25-26.pdf
- Draft - Policy_Board Reserve_20251016.pdf
- Draft - Policy_Fundraising_20251031.pdf
- Draft-Policy_template_update_Redline 20251016.pdf
- Policy_SelectionControversialLearningResources_2023.pdf
- Policy_Viewpoint Neutrality_2022.pdf
- Policy_OptInOptOut_2023.pdf
- Presentation_2025 Board Assessment Results.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.