

APPROVED

STEM SCHOOL

HIGHLANDS RANCH

STEM School Highlands Ranch

Minutes

Board of Directors Meeting

Working Session

Date and Time

Thursday July 31, 2025 at 5:30 PM

Location

8920 Barrons Blvd

P-TECH Mechatronics Room

Highlands Ranch, CO 80129

Webinar Link: Join from PC, Mac, iPad, or Android: <https://zoom.us/j/91891543661?pwd=q2AoAGb2CvYRr1exSjoke1VtfTb8uV.1>

Passcode:217900

Directors Present

A. Campbell, C. Gustafson, D. Lomelino, E. Quigley, G. Wing, K. Leung, R. Lukez

Directors Absent

C. Wroblewski, I. Kalra

Directors who arrived after the meeting opened

E. Quigley

Guests Present

A. Cardinal, M. Cartier

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 Thursday Jul 31, 2025 at 5:33 PM.

E. Quigley arrived at 5:37 PM.

II. 2025-26 School Year Prep

A. Oath of Office - New Board Members

C. Gustafson, D. Lomelino, K. Leung, and A. Campbell completed their oath of office with Amy Cardinal notarizing the forms. C. Wroblewski will complete his oath another time since he was absent from meeting.

B. Committees and Annual Calendar

Proposed Committees and assignments were discussed. The Committees, assignments, and chairs will be approved by Board vote at the next meeting.

It was proposed that a Fundraising Committee is not needed because the Finance Committee can recommend Fundraising Goals and the Governance Committee can recommend a Fundraising Policy, for Board approval. A staff-led committee is already actively planning and coordinating fundraising activities.

The plan for Growth Task Force was discussed with a plan for the Task Force chair and Matt to adjust other Board member participation as needed dependent on the task force discussion/action. If more than 3 board members participate in a task force meeting, then it will be a public meeting. It was recommended that Kevin serve as chair of the Growth Task Force.

Recommended committees and assignments:

Governance - Carla (c), Cory

Finance - Darrell (c), Gina

Academic Excellence - Ish (c), Adelita

CIO Support & Evaluation - Erin (c), Carla

Growth Task Force - Kevin (c), Cory, Darrell, Gina, Rudy

Legal (ad hoc) - Carla (c), Cory

D. Lomelino provided guidance on how to use AI to complete the summary/highlights for committee reports.

C. Gustafson reviewed the committee roles/purpose and annual/monthly timeline. The annual board calendar was also discussed.

E. Quigley provided a summary of the results from the committee look-back summary.

C. Strategic Planning Discussion

M. Cartier provided an update on Strategic Planning - Identity, Experience (Students, Staff, Parents), and Growth, as well as Strategic Tasks for the school year. Draft CIO and Board goals from last year's CIO review were also presented.

III. 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 8:07 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.