



Stargate School

Governance Board Meeting

Published on July 23, 2025 at 4:33 PM MDT

Date and Time

Thursday July 24, 2025 at 6:00 PM MDT

Location

Secondary Library

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
A. Call the Meeting to Order		Lindsey Paquette	1 m
B. Roll Call		Lindsey Paquette	1 m
C. Reading of Stargate Mission		Any Board member	1 m
A volunteer from the Board reads the Stargate Mission:			
Stargate School will provide a differentiated program designed specifically to meet the needs of identified intellectually gifted learners in order to challenge each student's academic abilities, support their unique emotional needs, promote individual character development and encourage a life-long love of learning.			
D. Recognitions and Appreciations	Discuss	All Board Members	5 m

	Purpose	Presenter	Time	
Each Board Member is given the opportunity to recognize members of the school community for their recent contributions to the school. (Optional participation)				
E.	Board News and Events	Discuss	All Board Members	5 m
Each Board Member is given the opportunity to highlight recent school-related events they have attended. (Optional participation)				
II.	Approve Consent Agenda Items			6:13 PM
A.	Approve Consent Agenda	Vote	Lindsey Paquette	5 m
The Consent Agenda contains the routine, generally agreed upon meeting items to be approved with a single vote.				
1) Agenda for July 24, 2025 Governance Board Meeting				
2) Minutes for Governance Board Meeting held June 11, 2025				
B.	Minutes from Governance Board Meeting June 11, 2025	Approve Minutes	N/A	
III.	Board Administrative Items			6:18 PM
A.	Oath of Office	Discuss	Lindsey Paquette	5 m
New Board Members are required to take the Oath of Office , which may be administered by Board President or Secretary (per motion on 7/19/23). A Board Officer will send the signed PDF copies are sent to Adams County Clerk and Recorder at recordingpublicpostings@adcogov.org to be filed with public notices.				
B.	District Conflict of Interest Disclosure Form	Discuss	Lindsey Paquette	5 m
New Board Members are asked to complete and sign the Charter School Conflict of Interest Disclosure Form . Copies are submitted to our District Liaison, Audrey Monaco, at mon029722@adams12.org .				
C.	Board Officer Elections	Vote	Lindsey Paquette	15 m
Board Members will self-nominate for the roles of President, Vice President, Secretary, Treasurer.				

	Purpose	Presenter	Time
<p>Please review the roles and responsibilities as defined in the 2024-2025 Board Handbook (pg 10-12), and for additional reference, the Board Officer Roles and Responsibilities summary from CLCS.</p>			

Process: Self-nominate >> Discuss >> Make motion to appoint >> Vote >> Repeat as necessary until positions filled.

IV. School Operations	6:43 PM
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A.	Human Resources Report	FYI	Jenn Roach, Dir of HR	10 m
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Jenn Roach, Director of HR, will present:
 General update on staffing
[2025-2026 Draft Staff Handbook](#) and ([Summary of Changes](#))

The Board is required by our Bylaws to review and approve this document annually, and as such, changes are likely to be minimal.

B.	Executive Director Academics Report	FYI	Robin Greene, Exec Dir	10 m
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Robin Greene, Executive Director, will present:
[ED Report for July 2025](#)
[2025-2026 Draft Community Handbook](#) - two additions: language regarding smoking on campus and stronger language in the parking/driving section for families regarding potential consequences
[2025-2026 Draft Community Compact](#) - one addition- commitment to being a good neighbor; revised document to look more professional
[2025-2026 Draft Communications Pathways](#) - updated document to reflect Stargate colors and branding

The Board is required by our Bylaws to review and approve the Community Handbook and Communications Pathways annually, and as such, changes are likely to be minimal.

V. Public Comment	7:03 PM
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Public Comments Reminder: The board meeting is structured to allow the Governance Board to conduct its business in a timely manner. Comments may not be immediately addressed but may be considered as future agenda items. Anyone wishing to speak must

	Purpose	Presenter	Time
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sign-in before the public comment portion of the meeting. Comments are limited to 3 minutes each, and total time allotted for all public comments will not exceed 45 minutes. Those wishing to speak that do not get the opportunity to do so can submit their comments to governance@stargateschool.org or may attend the next board meeting to do so. Please note that time may not be donated to others and comments are expected to maintain professional courtesy, civility, and respect.

A.	Public Comment	FYI		15 m
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Community members are offered an opportunity to sign up for Public Comment at the beginning of each meeting. Only those who have signed up are permitted to offer comment during this time. The "Public Comment Reminders" are read by a Board Member prior to any comments being heard.

B.	Public Comment Response	FYI	Any Board Member	5 m
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The Board is given an opportunity, but is not required, to offer a response to any Public Comment.

VI.	Committee Reports			7:23 PM
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A.	Written Committee Reports	FYI		5 m
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Monthly reports, if any, from the following committees will be posted here for pre-read. The Board will not spend time discussing these in detail, but may respond to specific questions presented within the report.

1. Elections Committee
2. Finance Committee
3. Fundraising Allocation Committee
4. Recruiting Committee
5. School Accountability Committee

B.	Election Committee Policy Changes	FYI	Elections Committee	10 m
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A member of the Elections Committee proposed changes to Policy [1.6 Election Policy](#). Those changes have been transferred into the official policy format here. The Board is required by our Bylaws to review and approve this document annually, and as such, changes are likely to be minimal.

VII.	Action Items			7:38 PM
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	Purpose	Presenter	Time
Board Member votes will be taken on items requiring Board approval. Most of these items will have been reviewed and discussed during an earlier agenda item, so a motion to approve "as discussed" may be presented immediately, if appropriate.			
A. Staff Handbook	Vote	Samantha Howorko	5 m
Board to vote on proposed changes to the Staff Handbook. The Board is required by our Bylaws to review and approve this document annually, and as such, changes are likely to be minimal. As an Operational Policy (rather than Board Policy), this does not require a second reading by the Board to approve and take effect.			
B. Community Handbook	Vote	Lindsey Paquette	5 m
Board to vote on proposed changes to the Community Handbook. The Board is required by our Bylaws to review and approve this document annually, and as such, changes are likely to be minimal. As an Operational Policy (rather than Board Policy), this does not require a second reading by the Board to approve and take effect.			
C. Board Handbook and Agreement	Vote	Lindsey Paquette	10 m
Board to review and approve proposed changes to the 2024-2025 Board Handbook and Agreement. The Board is required by our Bylaws to review and approve this document annually, and as such, changes are likely to be minimal.			
D. Communication Pathways	Vote	Samantha Howorko	5 m
Board to review and approve proposed changes to the Communications Pathways. The Board is required by our Bylaws to review and approve this document annually, and as such, changes are likely to be minimal.			
E. 2025-2026 Board Calendar	Vote	Lindsey Paquette	10 m
Members will discuss and agree to specified monthly meeting dates and times for the full 2025-2026 school year. The draft 2025-2026 Governance Board Calendar and 2025-2026 Election Date Planning may be adjusted as necessary.			
F. Revised Policy 1.6 Election First Reading	Vote	Elections Committee	5 m
Board to vote on proposed changes to Policy 1.6 Election Policy. The Board is required by our Bylaws to review and approve this document annually, and as such, changes are likely to be minimal. If approved, Policy Changes will have to pass a Second Reading at the next Board Meeting before taking effect.			

VIII. Discussion Items

8:18 PM

	Purpose	Presenter	Time
These agenda items are for discussion only (no formal action/voting). If appropriate, these discussions may result in an action item on a future agenda.			

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| A. | Bylaws Next Steps | Discuss | Lindsey Paquette | 10 m |
| | Discuss potential paths forward for proposed updates to our Bylaws. Note that changes have been proposed and presented to the community for a vote in both Spring of 2024 and Spring of 2025. The changes did not pass because we did not meet the 30% threshold of participation required by our current Bylaws in either election. If unfamiliar with the history of these proposals, please review email communications from the Board to our community for detail and come prepared with your thoughts on how to proceed. | | | |
| B. | Liaisons Assignments and Special Projects | Discuss | Lindsey Paquette | 10 m |
| | Board Members will sign up to serve as the liaison or lead for one or more critical Board activities. Please review attached list of roles and consider which one(s) you may be interested in.
2025-2026 Committee Liaisons and Other Assignments | | | |
| C. | Strategic Planning Session | Discuss | Lindsey Paquette | 5 m |
| | Discuss general structure and agenda items for Strategic Planning Session. | | | |
| D. | Board Training Sessions and Conference Attendance Interest | Discuss | Lindsey Paquette | 5 m |
| | Identify preferred topics of training required by this Board, as well as interest in attending the Colorado Association of Gifted and Talented Conference (10/19-21/25) and/or the Colorado League of Charter School Conference (2/25-27/26). In the past, we have purchased two tickets to each conference, but these were not been fully utilized last year. | | | |

IX.	Future Planning			8:48 PM
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| A. | Next Board Meeting Agenda and Board Packet | Discuss | Lindsey Paquette | 5 m |
| | Review proposed agenda for August 2025 in Board on Track and suggest additions or changes. | | | |
| B. | Next Admin Sync Meeting | Discuss | Lindsey Paquette | 5 m |
| | Two (rotating) Board Members are assigned to meet with our Executive Director at a specified time in the interim between Board meetings to maintain regular | | | |

	Purpose	Presenter	Time
communication. Meetings are typically scheduled two weeks after each meeting on a Monday morning, if schedules permit.			

C. Upcoming Events	Discuss	All Board Members	1 m
Board Members highlight any upcoming important events requiring our attendance or contribution.			

X.	Closing Items		8:59 PM
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A. Adjourn Meeting	Vote	Lindsey Paquette	1 m
Motion and vote to officially adjourn.			