



Stargate School

Governance Meeting

Published on February 27, 2024 at 5:29 PM MST

Date and Time

Wednesday February 28, 2024 at 6:00 PM MST

Location

Stargate Secondary Library

Agenda

Purpose Presenter

I. Opening Items

A. Call the Meeting to Order Lisa Hosfelt

B. Roll Call Danielle Fox

C. Reading of 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

E. Board News and Events Discuss

Purpose Presenter

II. Approve Consent Agenda Items

- A.** Approve Consent Agenda Vote Danielle Fox
 - 1) Agenda for February 28, 2024 Governance Board Meeting
 - 2) Minutes for Governance Board Meeting held January 10, 2024

- B.** Minutes Approve Minutes Danielle Fox
 - Approve minutes for Governance Meeting on January 10, 2024

III. School Operations

- A.** Operations Staff Report, Jenn Roach, Human Resources Manager FYI Jenn Roach
 - 360 Reviews
- B.** Academics Staff Report, Angela Fundaro, Director of Student Services FYI Angela Fundaro
- C.** Executive Director Operations and Finance Report FYI Wayne Granger
 - [Report](#)
 - [January Financial Statement](#)
- D.** Executive Director Academics Report FYI Robin Greene
 - [Academics Report](#)

IV. Public Comment

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 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

Purpose Presenter

note that time may not be donated to others and comments are expected to maintain professional courtesy, civility, and respect.

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|-----------|-------------------------|-----|------------------|
| A. | Public Comment | FYI | |
| B. | Public Comment Response | FYI | Samantha Howorko |

V. Committee Reports

- | | | | |
|-----------|--|---------|------------------|
| A. | SAC: KPI Report and Demographic & Enrollment Data
KPI Report
Enrollment & Demographic Data | Discuss | Lindsey Paquette |
| B. | Written Committee Reports
FAC
Finance minutes
Recruiting | Discuss | Lisa Hosfelt |

VI. Action Items

- | | | | |
|-----------|--|------|---------------|
| A. | SAC Appointment
Virginia Pierce, staff SAC appointment | Vote | Danielle Fox |
| B. | 2024-2025 School Calendar
2024-2025 Calendar | Vote | Wayne Granger |
| C. | Revised Policy 1.10 Board Orientation First Reading
Board Orientation First Reading | Vote | Ray AuYeung |

VII. Discussion Items

- | | | | |
|-----------|---|---------|------------------|
| A. | Board Self-Evaluation
Analysis | Discuss | Lindsey Paquette |
| B. | Board Self-Evaluation - Board OnTrack
Analysis | Discuss | Danielle Fox |
| C. | Strategic Plan Development
Mission and Vision | Discuss | Lindsey Paquette |

	Purpose	Presenter
D. Reimagine Updates Reimagine Update	Discuss	Lisa Hosfelt
E. Bylaw Revisions Update Bylaw Revisions	Discuss	Lisa Hosfelt
F. League Conference Follow Up	Discuss	Danielle Fox, Lindsey Paquette, Lisa Hosfelt, Samantha Howorko
G. 30-Year Celebration Committee Draft ideas from Wayne	Discuss	Lisa Hosfelt
H. State of the School Planning	Discuss	Lisa Hosfelt, Lindsey Paquette
VIII. Future Planning		
A. Next Board Meeting Agenda and Board Packet	Discuss	Lisa Hosfelt
B. Next Admin Sync Meeting	Discuss	Samantha Howorko
C. Upcoming Events potential work session with Carleen Clark Coffee Chat- March 7, 5:30	Discuss	
IX. Closing Items		
A. Adjourn Meeting	Vote	Lisa Hosfelt

Coversheet

Minutes

Section: II. Approve Consent Agenda Items
Item: B. Minutes
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for Governance Meeting on January 10, 2024

APPROVED



Stargate School

Minutes

Governance Meeting

Date and Time

Wednesday January 10, 2024 at 7:00 PM

Location

Stargate Secondary Library

Directors Present

D. Fox, L. Hosfelt, L. Paquette, M. Faulkner, R. AuYeung, S. Howorko, S. Schafer

Directors Absent

None

Guests Present

Lynne Whitney, M. Anderson, R. Greene, W. Granger

I. Opening Items

A. Call the Meeting to Order

L. Hosfelt called a meeting of the board of directors of Stargate School to order on Wednesday Jan 10, 2024 at 7:05 PM.

B. Roll Call

C. Reading of Stargate Mission

D.

Recognitions and Appreciations

- Lindsey recognized Lynne and Sheila for a clean audit report, Robin, Wayne, Karen and Rob for the charter renewal
- Ray recognized Lindsey for the Mission and Vision focus group
- Meryl recognized the community members who did the Mission and Vision survey and those who attended the focus group
- Danielle recognized every teacher who cheerfully came back after a two week break and welcomed the students back into their classes
- Lisa recognized Maggie & Danielle for their work on the charter renewal document
- Samantha recognized Brandon Holter for work he's doing with ICAP and ALPS in Naviance
- Shaun recognized the wonderful maintenance staff for their work in getting the building ready for second semester

E. Board News and Events

- Lindsey and Ray attended and volunteered at the grilled cheese lunch
- Meryl attended an incoming middle school night
- Danielle attended the 3rd grade economics fair and the first grade winter party
- Lisa attended the 3rd grade economics fair
- Shaun attended a prospective parents night and varsity girls and boys basketball games

II. Approve Consent Agenda Items

A. Approve Consent Agenda

D. Fox made a motion to approve the Consent Agenda for items on January 10, 2024.
L. Hosfelt seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Minutes

D. Fox made a motion to approve the minutes from Governance Meeting on 11-29-23.
L. Hosfelt seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. School Operations

A. Executive Director Operations and Finance Report

Mr. Granger, Executive Director of Operations and Finance, was unable to attend the meeting, but provided his [report](#) with written updates on facilities, safety and operations.

B. Executive Director Academics Report

Dr. Robin Greene presented the Executive Director of Academics [Report](#)

- Discussed new hires in both the elementary and secondary buildings
- Professional Development:
 - Professional Development is in response to staff feedback about their needs
 - Kim Bevill presented on the neuro-science and brain research specifically related to gifted and neurodivergent brains. She focuses on trauma-informed practices and differentiation of those practices.
 - Marsha Tate, brain-based researcher, will present to the staff in February. Her professional development will focus on how to differentiate through Project Based Learning.
 - Matt Zaresky will also present to the staff in February. He previously worked at The Dawson School and saw the pressure put on gifted students. He turned his focus to affirming the way the brain works, specifically how to cope with such pressures. His focus at the professional development will be to share strategies to best support students who experience academic stress.
 - He will also present to the Stargate community in an evening session on February 22nd with the focus on why the gifted brain works the way it does with tips and tricks to self regulate with permission not to be perfect. More information to come.
- Admissions:
 - Currently 847 applications more this year than last. *Number is adjusted from the attached report
 - Discussion regarding the potential reasoning for such an increase in applicants
 - Discussed the potential of having kindergarten classes as small as 20 students and the implications on rolling enrollment with smaller class sizes in kindergarten.
- Charter Renewal:
 - The District Accountability Committee will be recommending a five-year renewal to the district board.
 - Executive Directors will be presenting to the Adams 12 board on Wednesday, January 17th.

C. Operations Staff Report, Lynne Whitney

Ms. Lynne Whitney presented the [updated budget](#)

- Shared updated KPIs through December - financials are on track for the year. Key highlights include:
 - District is still providing funding based on last year's October count. Property tax deadline is later than usual this year.
 - Expenses are currently trending where they should be at 45%

- Interest is a significant source of income, providing a little bit of cushion
 - Current interest is \$35k/month
 - Reimbursement from Zion (bond trustee) \$85k
- Received reimbursement for the first 3 months of food service this year.
 - Expect to have a 3 month delay each reimbursement period due to the significant undertaking by the state
 - Looking at impact relative to labor for the food program
- Proposed Budget Changes:
 - Biggest focus is to bring classified hourly wages up to the same as those at the district
 - Certified staff received a raise last year
 - League of Charter Schools dues went up. Deemed necessary to remain with them as they bear the weight of Mill Levy funding, etc.
 - Capital projects fund being assessed for future building/property repairs
- Eagles Landing:
 - Price increase will not occur until next school year
 - Currently hiring additional staff. Hopeful to make adjustments to waitlist as new staff completes onboarding.

IV. Public Comment

A. Public Comment

None

B. Public Comment Response

None

V. Committee Reports

A. Committee Written Reports

[Finance](#), [Recruiting](#) and [SAC](#) minutes are provided.

Lisa will take over recruiting because Danielle will be re-running in the Spring Board election.

VI. Action Items

A. Revised 2023-2024 Budget

S. Howorko made a motion to approve the revised 2023-2024 Budget.

L. Hosfelt seconded the motion.

[Revised Budget](#)

The board **VOTED** unanimously to approve the motion.

S. Howorko made a motion to approve the Fund Balance Resolution for FY2023-2024, as presented.

L. Hosfelt seconded the motion.

[Fund Balance Resolution](#)

The board **VOTED** unanimously to approve the motion.

S. Howorko made a motion to approve the Appropriation Resolution FY2023-2024, as presented.

L. Hosfelt seconded the motion.

[Appropriation Resolution](#)

The board **VOTED** unanimously to approve the motion.

B. Annual Meeting Notice Designation

L. Hosfelt made a motion to designate that board meeting notices will be posted to the school website calendar at least 24 hours prior to each meeting.

S. Schafer seconded the motion.

The method of publishing notice for Board meetings must be reviewed and approved annually. There is no change from last year.

The board **VOTED** unanimously to approve the motion.

C. Fundraising Allocation to FAC

S. Howorko made a motion to allocate \$40,000 from fundraising to Fundraising Allocation.

M. Faulkner seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. Policy 2.4 Reserve Strategy Second Reading

S. Howorko made a motion to approve Board Policy 2.4 Financial Reserve Strategy, second reading.

S. Schafer seconded the motion.

The board **VOTED** unanimously to approve the motion.

VII. Discussion Items

A. Strategic Plan Development

Mission & Vision

- Survey received 180 responses
- Data from focus group will be back within 3 weeks. At that point, depending on how clear the direction is, potential next step will be to do draft a proposal of any changes.
- Discussed the importance of involving all staff and hearing their thoughts.

- Have they have had enough time to share their thoughts to avoid over surveying, etc.?
- Robin is seeking to utilize student voice, is considering input of HS students a part Student Task Force.

B. Reimagine Updates

No current updates for Reimagine Updates. Updates are continual and shared within the Executive Directors reports each month at the board meetings.

C. Bylaw Revisions Update

Lisa and Danielle met with Carlene, consultant for Bylaw revisions.

No update yet as revisions have not been received. Once report is in hand, it will be shared with the board and discussed at the next meeting.

D. Board Self Evaluation

Discussed doing both traditional, SAC directed Board Evaluation as well as the evaluation offered through Board onTrack (BoT).

- Offered one year of a guided assessment through BoT
- Discussed using both and potentially refining questions/process based on output by BoT
- Danielle will work with Lindsey after next SAC meeting to discuss logistics to complete simultaneously

VIII. Future Planning

A. Next Board Meeting Agenda and Board Packet

Next board meeting is October 28th at 6pm

B. Next Admin Sync Meeting

- Lisa and Ray will attend on January 29th at 8:30
- Will skip admin sync for February

C. Upcoming Events

- ED Presentation to Adams 12, January 17th at 7pm
- Adams 12 Board vote on charter renewal - February 7th at the ESC.
 - Title XI and SPED training will before at 6pm. Maggie will reserve a conference room.
- League Charter Conference is February 27th & February 28th

- Danielle and Lindsey will attend February 27th
- Lisa and Samantha will attend February 28th

IX. 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 8:44 PM.

Respectfully Submitted,
D. Fox

Documents used during the meeting

None