Stargate School

Governance Board Business Meeting

Published on September 15, 2025 at 4:02 PM MDT
Amended on September 26, 2025 at 1:13 PM MDT

Date and Time

Tuesday September 16, 2025 at 6:00 PM MDT

Location

All meetings will be virtual unless otherwise noted.
Zoom Info: Join Zoom Meeting
https://zoom.us/j/83148823532?pwd=qLJr9OMQdsLBsjht95dyr3CcdC5G4M.1
Meeting ID: 831 4882 3532
Passcode: eagles

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:

		Purpose	Presenter	Time

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	ED and/or Board Members	5 m

Executive Director and/or Board Members may highlight special contributions or achievements of members of our community (students, staff, volunteers). (Optional participation)

II. Approve Consent Agenda Items — 6:08 PM

A.	Approve Consent Agenda	Vote	Lindsey Paquette	1 m

The Consent Agenda contains the routine, generally agreed upon meeting items to be approved with a single vote.

1) Agenda for September 16, 2025 Governance Board Meeting
2) Minutes for Governance Board Meeting held August 25, 2025

B.	Minutes from Governance Board Meeting August 25, 2025	Approve Minutes	N/A	

III. School Operations — 6:09 PM

A.	Finance & Construction Project Update	FYI	Lynne Whitney & Kendra George (Legend Mgmt)	10 m
B.	Marketing for Admissions & Enrollment	FYI	Kelli Stuart, Admissions & Enrollment Mgr	10 m
C.	IT Discussion on Board Emails	FYI	Richard Raehal, IT Mgr	10 m

Richard would like to touch base on confusion over Board email addresses.

	Purpose	Presenter	Time

As a reminder, here is the copy of the policy that we (the Board) approved at the end of last year: 1.22 Governance Workspace Management

D. Executive Director Academics Report — FYI — Robin Greene, Exec Dir — 10 m

ED Report September 2025

IV. Public Comment — 6:49 PM

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.

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

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.

Anyone wishing to speak must sign-in before the public comment portion of the meeting at **this link**.

Public Comment Sign Up

B. Public Comment Response — FYI — Any Board Member — 5 m

The Board is given an opportunity, but is not required, to offer a response to any Public Comment.

V. Committee Reports — 7:09 PM

A. Written Committee Reports *Please post committee goals and signed Handbooks in Committees folder* — FYI — 1 m

		Purpose	Presenter	Time

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.	Recruiting Committee Update	FYI		5 m

SAC Election - 2025.09 Recruiting Board Report

C.	Elections Committee Update	FYI		5 m

September 2025 Report - SAC Election

D.	SAC Committee Update	FYI	Lumakar Challa or Committee Member	5 m

1. UIP - Need to schedule separate brief Board Meeting to approve after Oct 6th. (UIP due to CDE October 15th)
2. KPI Report
3. Strategic Planning session support

VI. Action Items (Discuss & Vote) — 7:25 PM

The Board will use this time to address items requiring discussion and/or voting where Board approval is required. The Board may deem it necessary to engage in further discussion of an item before voting. Alternatively, votes may also be taken immediately on items that have been discussed at previous meetings or earlier in this meeting's agenda.

A.	FAC Safety and Security Funding	Vote	Samantha Howorko	5 m
B.	MLO District Communications	Discuss	Karla Lindgren	10 m
C.	Strategic Planning Session Agenda	FYI	Lindsey Paquette	5 m

2025-2026 Strategic Planning Meeting. Strategic Planning Session is scheduled on Saturday, September 20th at 9am at the ESC.

VII. Future Planning — 7:45 PM

A.	Next Board Meeting Agenda and Board Packet	Discuss	Lindsey Paquette	5 m

		Purpose	Presenter	Time
	Review proposed agenda for next month's meeting 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 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.			

VIII. Closing Items — 7:56 PM

A.	Adjourn Meeting	Vote	Lindsey Paquette	1 m
	Motion and vote to officially adjourn.			

Coversheet

Minutes from Governance Board Meeting August 25, 2025

Section:	II. Approve Consent Agenda Items
Item:	B. Minutes from Governance Board Meeting August 25, 2025
Purpose:	Approve Minutes
Submitted by:	
Related Material:	Minutes for Board Business Meeting on August 25, 2025

APPROVED

Stargate School

Minutes

Board Business Meeting

Date and Time
Monday August 25, 2025 at 6:00 PM

Directors Present
B. Paul, H. Sonnenahalli (remote), J. Painz, K. Lindgren, L. Challa, L. Paquette, L. Steele, S. Howorko

Directors Absent
None

Directors who arrived after the meeting opened
H. Sonnenahalli

Directors who left before the meeting adjourned
H. Sonnenahalli

Guests Present
M. Anderson, R. Greene, Sheila Mischke

I. Opening Items

A. Call the Meeting to Order

L. Paquette called a meeting of the board of directors of Stargate School to order on Monday Aug 25, 2025 at 6:00 PM.

B. Roll Call

C. Reading of Stargate Mission

D. Recognitions and Appreciations

- RG gives a shout-out to the Yearbook award!
- SH recognizes Maggie for the grant that we were awarded
- LS recognizes staff at pick up and drop off
- LC USNews #4 in the state
- BP thanks Richard for all his support
- LP thanks the Election and Recruiting Committees
- LP shouts out the CRC for Eagle Fest

II. Approve Consent Agenda Items

A. Approve Consent Agenda

L. Paquette made a motion to Approve the consent agenda.
L. Challa seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Minutes from Governance Board Meeting July 24, 2025

L. Paquette made a motion to approve the minutes from Governance Board Meeting on 07-24-25.
L. Challa seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. School Operations

A. Executive Director Academics Report

RG asks for any questions

- LC is UIP ready? Will be ready for SAC meeting
- BP Q re: MLO; discussion regarding the MLO request from Adams12 and how we will be proceeding
- KL has a question re: enrollment, losing kids on K and G1, students leaving because of no space on Eagles Landing
- SH questions when we are getting CMAS #s, we will get the #s this week or next, feeling good about CMAS #s
- LC asks if our school is a center for SAT? Not in the fall.

B. Finance Update

SM presents the finance update:

- LP asked about days cash on hand, ok at 153, should always stay below 160.
- LP asked about special session, nothing to flag

IV. Public Comment

A. Public Comment

No community member signed up for public comments.

B. Public Comment Response

N/A

V. Committee Reports

A. Written Committee Reports

No written committee reports sent.

B. Elections Committee Update

Tien Tong presents Elections Committee update

- SimplyVoting - need the budget approval; also the QR code has to be general OR QR code PER voter, we could send Paper Ballots vs an email; we could use AI to take care of that; SH, Richard, Tien talk to Simply Voting
- Gift card, promoted too late last time, 2 $50 gift cards, or classroom awards for students, incentives per classroom. RG will discuss logistically with the incentives, Danielle, SH, and Jess will support.

C. Recruiting Committee Update

Danielle Fox discusses the August Board Memo for the Recruiting Committee

- Board will work on election dates
- Board will search for an Independent Candidate in the Spring of 2026

H. Sonnenahalli arrived at 6:43 PM.

D. SAC Committee Update

LC discusses the SAC update.

VI. Discussion Items

A. Strategic Planning Session Agenda

Agenda is attached, any Qs?

- Recommend removing the training from the day
- RG recommends virtual training, later date.
- MA booked the ESC for us

B. Fall Board Training Session

Fall Board Training Session will be virtual at a later date.

VII. Action Items

A. Revised Policy 1.6 Election Second Reading

H. Sonnenahalli left at 7:13 PM.
L. Paquette made a motion to approve the second reading of the revised policy 1.6 Election.
B. Paul seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

K. Lindgren	Aye
S. Howorko	Aye
B. Paul	Aye
L. Challa	Aye
J. Painz	Absent
L. Paquette	Aye
H. Sonnenahalli	Absent
L. Steele	Aye

B. 2025-2026 Board Calendar

L. Paquette made a motion to to approve the 2025-2026 calendar as discussed.
S. Howorko seconded the motion.
Board discussed Board Calendar

- Wednesdays would be tough for LC
- Moving to 3rd Tuesdays, all virtual: Sept 16, Oct 21 (executive session), Nov 18, Dec 16, January 20, Feb 24 (mid-winter break, school break), March 17, April 21** (in person due to the State of the School), May 19, June 16
- Executive Sessions at 5 pm right ahead
- Training sessions will be decided later
- Work Session on the Bylaws in Sept - Sept 8 (optional, Lisa Hosfelt will be on the call to answer questions, will send it in the StarNews and Board newsletter)

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

Roll Call

L. Steele	Aye

Roll Call

L. Paquette	Aye
J. Painz	No
K. Lindgren	Aye
B. Paul	Aye
S. Howorko	Aye
L. Challa	Aye
H. Sonnenahalli	Absent

C. Fall 2025 Election Timing

L. Paquette made a motion to approve the Fall 2025 Election Timing.
L. Challa seconded the motion.
The board **VOTED** to approve the motion.

Roll Call

B. Paul	Aye
L. Challa	Aye
H. Sonnenahalli	Absent
L. Paquette	Aye
K. Lindgren	Aye
L. Steele	Aye
S. Howorko	Aye
J. Painz	Aye

D. SimplyVoting Subscription for 2025-2026 Election

S. Howorko made a motion to approve up to $3500 for SimplyVoting.
K. Lindgren seconded the motion.

- To ensure that we have enough to cover postcards & stamps, etc.
- Will that include the prizes? No

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

Roll Call

H. Sonnenahalli	Absent
J. Painz	Aye
L. Steele	Aye
L. Challa	Aye
B. Paul	Aye
K. Lindgren	Aye
S. Howorko	Aye
L. Paquette	No

E. 2025-2026 Committee Handbook

L. Paquette made a motion to approve the 2025-2026 Committee Handbook.
K. Lindgren seconded the motion.

- Discussion regarding the goals and when they are due

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

Roll Call

K. Lindgren	Aye
L. Steele	Aye
J. Painz	Aye
L. Challa	Aye
S. Howorko	Aye
H. Sonnenahalli	Absent
L. Paquette	Aye
B. Paul	Aye

F. 2025-2026 Executive Director Evaluation Planning

L. Paquette made a motion to approve the 2025-2026 ED Evaluation document.
K. Lindgren seconded the motion.

- This document is very extensive
- After this year we will re-evaluate the evaluation document and discuss changing the goal-setting timeline, october is too late

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

Roll Call

K. Lindgren	Aye
L. Steele	No
J. Painz	Aye
S. Howorko	Aye
H. Sonnenahalli	Absent
L. Paquette	Aye
L. Challa	Aye
B. Paul	No

G. Fundraising Allocation to Principals

S. Howorko made a motion to allocate $10,000 to each of the Principals.
L. Paquette seconded the motion.

- Every year we typically give Principals an allocation so they can approve under $1000 and give it out of their funds.

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

Roll Call

J. Painz	Aye
L. Challa	Aye
H. Sonnenahalli	Absent

Roll Call	
B. Paul	Aye
K. Lindgren	Aye
L. Steele	Aye
S. Howorko	Aye
L. Paquette	Aye

H. Fundraising Allocation to After Prom

This is a repeat topic, already voted, no need to vote this time.

VIII. Future Planning

A. Next Board Meeting Agenda and Board Packet

Agenda has been started, Lindsey making notes

- Robin to bring SPF/CMAS
- UIP Report

B. Next Admin Sync Meeting

No Admin Sync for this month.

C. Upcoming Events

- Gala on October 4, encourage Board members to attend

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 8:16 PM.

Respectfully Submitted,
L. Paquette

Coversheet

Executive Director Academics Report

Section: III. School Operations
Item: D. Executive Director Academics Report
Purpose: FYI
Submitted by:
Related Material: ED Report September 2025.docx

Executive Director
Governance Board of Directors Report

Date: 9/16/25

Prepared by: Dr. Robin Greene, Executive Director

Student Celebration:

- Fall Academic Awards ≥ 75% of total class have a 3.75 GPA
- MS.Cross Country team were second place at the Jaguar Invite

Strategic Work:

- **Shared Decision Making:**
  - UIP in process.
    - Based on SPF
    - Middle School ELA growth focus
    - Elementary School Math growth focus
- **Engaged Community**
  - 9/16, 6-7pm Back to School Night, grades K-2
  - 9/16, 6-7pm, Back to School Night, grades 3-5
  - 10/3 Coffee Chat
  - Reviewing CommunityU feedback to plan for future engagements
- **Financial Stability**
  - Audit is in process
- **Exceptional Staff**
  - MS Interim Principal, Cathy Elliott
    - Supports in place to support Cathy
  - Posting for MS principal in February for the 2026-2027 school year
- **Differentiated Learning Environment**
  - Elementary, Middle, High School sprints underway
  - SPF

Admissions/Enrollment:

- See Kelli Stuart's presentation

MLO Update

- District BOE has passed a resolution to place the MLO on the ballot
  - Charter schools will receive 95% proportionate share per state statute

Construction Update

- Back on Schedule - with a goal of completing construction August of 2026
- Kindergarten collaboration with construction team
- Presentation by Lynne

Coversheet

Elections Committee Update

Section: V. Committee Reports
Item: C. Elections Committee Update
Purpose: FYI
Submitted by:
Related Material: EC Report 9-15-25.pdf

Monthly Report to the Stargate Governing Board

Committee Name:	Election
Members:	Tien Tong, Yaning Liu, Danielle Fox Board liaisons: Bibi Paul, Lauren Steele
Report Date:	9/16/2025
Meeting Dates:	9/4/2025 9/16/2025 Planned: 9/25/2025 (finalize ballot) and 10/13/2025 (ratify results)

Summary:

Tien met with the Board on 8/25:

- Received budget approval for this election term.
- Confirmed by-laws will remain on the ballot this election term.
- Confirmed dates and vacancies: Sept 29-Oct 13; One parent seat; Two staff seats.
- Will look into hybrid/paper Simply Voting options in an attempt to increase voter participation.

Meeting to kick off Election term 9/4, scope of work and organize tasks/timelines. In attendance: Tien, Yaning, Danielle, Bibi, Lauren

- After careful discussion, and given the circumstances and timeframe of this election, this Committee has decided to prioritize refining voter participation efforts through marketing and communications over paper or QR code options. Tien will still attempt outreach to SimplyVoting through 9/5 to ensure we're not missing out on any good opportunities to enhance voting. In particular, we will get final information/clarity on the QR code process. We agreed that we don't think the managed election or paper options are good.
- Danielle and Tien will meet to discuss a plan to increase voter turnout, including a personalized message from Dr. Greene, a pizza party for the winning grade, and potentially direct contacts with families at drop-off/pick-up.

Election planning meeting post-nomination 9/15. In attendance: Tien, Yaning, Danielle, Bibi.

Budget update. Since we are going the online only route this election, the cost is anticipated to be between $900 -$1000. However, we would like to request to use marketing funds for voting drive activities (please see below).

Voting Drive. The Committee will organize some events for in person contact to encourage and support community members to vote. Note: ask Richard for Stargate IP so we can verify event activities coincide with potential increased voter activity.

- **Encouraging voters at pick-up.** Danielle will post election yard signs up in the loop. We will have volunteers asking people who have parked to vote. If we can’t find the

signs used in the past, we may need to print some more.

- **Pizza party**. We will pull a list of voters at the close of Elections and match the list of voters to grade level. The grade level with the highest number of voters will get a pizza party. Cost: ~$450 (30 pizzas @$15 ea). We will ensure the community knows that the list we pull will only pull student grade levels tied to voters and will include absolutely no information on how people voted and communicate the rules.
- **Communications**. Tien and Danielle will work together to refine the context and volume of Election communications to ensure clarity and concise messaging to effectively encourage voting.
    - We will work on ensuring teachers are including reminders to parents about Elections and provide communications.
    - Ensure the community can access the information on by-laws and candidates in advance of Elections.
- **Timeframe**. The Committee discussed being intentional about dates with voter events, especially with the overlap this election with fall break/conferences. We will push messaging hard the week that voting opens and will take advantage of conferences for parent face time to discuss voting.
- **Voter support.** We agreed that the easiest and most secure way to offer support is to help parents find the SV email that will lead them directly to their individual ballot. In the rare instance that they cannot locate an email, we will have them email Elections (to confirm their identity), and Yaning will provide their credentials.
- **We need help!** We need help with face time in getting more parents to vote. Are there any issues with candidates campaigning? Staff? Student involvement? Please see the proposed activities with time slots where we are needing help.
- **Next steps for Elections:** Yaning will get the list of electors and set up a draft of the ballot based on the by-law setup from the last election and the candidate info provided by recruiting. Election Committee will meet 9/25 at 6:30 PM to finalize the ballot and review the plan for voter drive activities.

Questions for the Board:

Any questions or concerns on the voter drive plan above? Okay to plan a pizza party? Please also share ideas for the “we need help” section above. Thank you!

Election Results Document:

Coversheet

Strategic Planning Session Agenda

Section: VI. Action Items (Discuss & Vote)
Item: C. Strategic Planning Session Agenda
Purpose: FYI
Submitted by:
Related Material: 2025-2026 Strategic Planning Meeting.pptx

STRATEGIC PLANNING MEETING

Stargate School Governance Board
September 20, 2024

Agenda

9:00-9:30	Welcome, Meeting Norms, & Ice Breaker
9:30-10:30	Data Review and Trend Identification
10:30-11:30	SWOT Analysis
11:30-12:00	Lunch break
12:00-1:00	Identification and prioritization of 3-5 SMART Goals
1:00-2:00	Development of related Action Plans and Metrics

Strategic Planning Process Overview

Data Analysis

Review performance data collected over the past school year and identify key trends

1. Mission & Vision-related Data
2. Enrollment Data
3. Demographic & Equity Data
4. Assessment Data
5. Curriculum Breadth, Graduation Rate, and College Readiness
6. Student SEL Data
7. Culture & Climate Data
8. Staff Satisfaction & Retention
9. Financial & Fundraising Data

SWOT Analysis

Leverage knowledge of the school's history and notable local trends, in combination with data analysis, to identify and prioritize the school's:

Internal	• Strengths • Weaknesses
External	• Opportunities • Threats

SMART Goals

1. Review goals from last year's plan that still require attention
2. Identify 3-5 SMART priorities across Mission, Vision, Culture, plus five strategic areas:
   - Responsible Leadership
   - Exceptional Staff
   - Differentiated Learning Environment
   - Financial Stability
   - Engaged Community



3. Define SMART Goals and Action Plans

Note: Strategic Planning is performed by the Executive Director(s) and the Governance Board of Directors, with analysis and input from the School Accountability Committee.

Data used in Strategic Planning (see Data Dashboard)

1. Mission & Vision-related Data
2. Enrollment Data
3. Demographic & Equity Data
4. Assessment Data
5. Curriculum Breadth, Graduation Rate, and College Readiness
6. Student Social Emotional Data
7. Culture & Climate Data
8. Staff Satisfaction & Retention Data
9. Financial & Fundraising Data