APPROVED

Stargate School

Minutes

Governance Board Meeting

Date and Time
Thursday November 21, 2024 at 6:00 PM

Location
Virtual

Directors Present
B. Paul (remote), K. Lindgren (remote), L. Challa (remote), L. Griffin (remote), L. Hosfelt (remote), L. Paquette (remote), M. Faulkner (remote), S. Howorko (remote)

Directors Absent
None

Guests Present
8 staff and community members (remote), M. Anderson (remote), R. Greene (remote)

I. Opening Items

A. **Call the Meeting to Order**

B. **Roll Call**

C. **Reading of Stargate Mission**

D. **Recognitions and Appreciations**

Lisa G - Parents who attended stakeholders meeting in October.
Lisa - Elementary teachers who host after school clubs, Danielle Fox for spending a lot of volunteer hours running Eddie's nest.
Samantha - Rob Goodrow for taking on several new responsibilities.
Bibi - Lisa H for organizing the dinner for outgoing Board members. Mayor Jan Kulmann for agreeing to speak at the 30th anniversary celebration.
Meryl - Middle school admin team for a smooth transition into new leadership positions.
Karla - Kara Bates for leading the Community U session. Dr. Greene for her messaging and communication.
Lumakar - Ms for addressing off campus rules. Mr. on Boondocks event for
Lindsey - The finance and accounting team for annual audit, bond and construction plans, KPIs, and consistent financial reporting.

E. Board News and Events

Lindsey - 6th grade field trip
Lisa G - HS girls volleyball games, HS boys soccer games, fall play, NHS induction
Lumakar - Coffee chat
Bibi - Community U, 30th anniversary committee meeting
Karla - Community U

II. Approve Consent Agenda Items

A. Approve Consent Agenda

S. Howorko made a motion to remove the agenda for the November 21 meetings from the consent agenda.
L. Paquette seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. Howorko made a motion to approve the consent agenda for November 21, 2024.
L. Paquette seconded the motion.
The board **VOTED** unanimously to approve the motion.
S. Howorko made a motion to approve the agenda for the November 21, 2024 meeting.
L. Challa seconded the motion.
Edits made to the November 21, 2024 agenda:
Remove agenda from consent agenda
Add Executive Session at 7:15 as item VI F to discuss unemployment matters
The board **VOTED** unanimously to approve the motion.

B. Minutes for Governance Board Meeting held October 23, 2024

S. Howorko made a motion to approve the minutes from Governance Board Meeting on 10-23-24.
L. Challa seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. School Operations

A. Finance: Audit Report, November Financials, and Bond Update/Construction Budget

Ms. Whitney presented an update on school financials. The district issued new funding sheets, and the PPR for Stargate did not reflect our long-term status. The district recently issued the adjustment, which means KPIs will need to be recalculated versus details that were provided in the original agenda.

Ms. Whitney shared details of the new funding formula. Projected PPR will be between 2.5-3% increase. The consolidated detail budget was reviewed, Purchased services are high this month due to food services, as we have not yet received reimbursements. The net fund balance increase will be about 100-150k per month for this school year. Forecasting shows we may not have that kind of surplus next year.

Jim Hinkle, auditor, presented the annual audit. He reported no significant deficiencies, and stated financial statements have been prepared in accordance with General Accounting principles. The audit went smoothly with no errors found or adjustments needing to be made. The auditors felt that there was open transparency throughout the process.

Ms. Whitney presented an update on the bond timeline and proposed projects. A meeting will be held with the district on December 2 to discuss final details of allocation. The project budget is currently about $23.7 million, and the school is expecting an allocation of $25 million. The architects are in the schematic phase so that we can get pricing from contractors next month. The school will be ready to request permits in March, and can hopefully break ground in June. The projects have a projected timeline of 10-12 months.

Because the mill levy did not pass and PPR is projected to increase minimally, the school will probably delay plans to reduce class sizes and add additional staff.

B. Executive Director of Academics Report

Report attached

Dr. Greene and the Board discussed online options for high school students. The admin team will evaluate the effectiveness of Edgenuity and compare against other options.

The admin team is analyzing different lunch options and whether it is possible to offer additional portions.

Dr. Greene and the Board discussed the viability of the Bond Committee. The Finance Committee is already involved in the bond process and is positioned to carry the responsibility. Admin will discuss with Bond Committee members the ways they can continue to be involved.

C. SRO & Student Report: Redbag

Officer Couture and two students presented details on the RedBag program.
link Report
An upfront cost of $22,000 is to implement the system, including installation of RedBags in each classroom, onboarding of staff, and software initiation. The monthly fee covers replenishent of any items used, along with communication services during emergencies.
Tara Rickerson is working on obtaining a grant to cover the upfront cost, as well as the monthly fee.
L. Paquette made a motion to enter into Executive Session pursuant to: CRS 24-6-402(4)(b) Conferences with an attorney for the local public body for the purposes of receiving legal advice on specific legal questions. Mere presence or participation of an attorney at an executive session of the local public body is not sufficient to satisfy the requirements of this subsection (4). This is to discuss terms of legal matters regarding an unemployment claim.
S. Howorko seconded the motion.
The board **VOTED** unanimously to approve the motion.

IV. Public Comment

A. Public Comment

none

B. Public Comment Response

none

V. Committee Reports

A. Written Committee Reports and Committee Goals

Finance Committee reports attached.

Noted that Recruiting Committee expenses will be reimbursed with Board funds.

B. SAC 9/30/24 KPI Update, Charter, and Draft Survey Questions

Discussed changes to SAC charter.

Reviewed survey questions.

Reviewed KPI report (attached).

VI. Action Items

A. Audit Report

S. Howorko made a motion to approve the 2024 audit as presented.
L. Griffin seconded the motion.
The board **VOTED** unanimously to approve the motion.

B. Bond

S. Howorko made a motion to create a $3 million capital project fund for upfront bond expenses from unrestricted reserve funds.
L. Griffin seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. SAC Survey Questions

L. Paquette made a motion to approve the parent and staff survey questions as discussed.
L. Challa seconded the motion.
The board **VOTED** unanimously to approve the motion.

D. Committee Charters

L. Paquette made a motion to approve the committee charters as discussed.
L. Challa seconded the motion.
The board **VOTED** unanimously to approve the motion.

E. FAC Request - RedBag

S. Howorko made a motion to approve up to $25,000 from Fundraising for purchase of the RedBag services.
K. Lindgren seconded the motion.
The board **VOTED** unanimously to approve the motion.

VII. Discussion Items

A. Unemployment Matters

S. Howorko made a motion to appoint Samantha and Meryl to continue working with legal counsel on the unemployment issue.
L. Paquette seconded the motion.
The board **VOTED** unanimously to approve the motion.

B.

Governance Board Onboarding Review

Karla and Lisa G. will lead the process of reviewing current Board onboarding methods.

C. Committee Signed Handbooks

Committees will submit signed handbooks once the final version has been shared.

D. Strategic Plan Tracking

Will be updated in coming months
S. Howorko made a motion to appoint Lindsey and Lumakar to schedule staff and parent survey dates.
L. Paquette seconded the motion.
The board **VOTED** unanimously to approve the motion.

VIII. Future Planning

A. Next Board Meeting Agenda and Board Packet

L. Paquette made a motion to cancel the December business meeting.
L. Challa seconded the motion.
The board **VOTED** unanimously to approve the motion.
Discussed January meeting plans

B. Next Admin Sync Meeting

Samantha and Karla will attend

C. Upcoming Events

none

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 8:38 PM.

Respectfully Submitted,
L. Hosfelt

Documents used during the meeting

- 2024 Stargate Charter School Financial Statements.pdf
- Board KPI Report November 21 2024.docx.pdf

- Financial Statements October 2024.xlsx - Special Revenue Students.pdf
- Consolidated Detail.xls - Income-Budgets Summary.pdf
- EDA Report November 2024.pdf
- Stargate Finance Committee Meeting Notes - 10.21.2024.docx.pdf
- Finance Goals 2024-2025.docx.pdf
- KPI Report 9.30.24.pdf