



STEM School Highlands Ranch
KOSON Leadership Search Committee
STEM BOD Working Session

Date and Time

Wednesday October 26, 2022 at 9:30 AM MDT

Location

Zoom

Agenda

	Purpose	Presenter	Time
I. Opening Items			9:30 AM
A. Record Attendance			
B. Call the Meeting to Order			
C. Discussion on KOSON Leadership Search	Discuss	Carla Gustafson	50 m
<p>Discussion on future KOSON leadership position which will report to the STEM BOD. The discussion will include, but not be limited to, establishing the job search goals, defining the role and preparing job description, salary range, and hiring timeline.</p> <p>A Draft roles and responsibilities description (attached) was presented to the Board of Directors at the October 11th meeting. The Board approved the search committee moving forward with preparing/finalizing the job requisition with assistance from HR Consultant, Trina Maull. Ms. Maull will participate in this search committee meeting.</p>			
D. Action Items	Discuss	Carla Gustafson	10 m
<p>Determine next steps in hiring process and assigned actions. Schedule next committee meeting.</p>			
II. Closing Items			10:30 AM
A. Adjourn Meeting			

Coversheet

Discussion on KOSON Leadership Search

Section: I. Opening Items
Item: C. Discussion on KOSON Leadership Search
Purpose: Discuss
Submitted by:
Related Material:
Koson Leader Roles and Responsibilities - Draft 10-03-2022.pdf

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KOSON Leader Role and Responsibilities

- The position will exemplify the mission of Never Stop Innovating. They will be responsible for strategic vision, building stakeholder relationships, fundraising, replication, overall accountability for the KOSON Network, and maintain alignment with the policies and strategic direction of the KOSON Board of Directors. The position will report directly to the KOSON Board of Directors and work to accomplish Board established yearly objectives and benchmarks.
- Be an effective spokesperson for KOSON Network of Schools to represent, communicate, and advocate on behalf of KOSON at authorizing agencies, relevant school districts, local and state government agencies, and business partners.
- Strategic Vision and Replication:
 - Promote a clear vision of the KOSON Strategic Plan goals to all stakeholders. Lead, develop and consistently plan for efforts to achieve the KOSON Strategic Plan outcomes of all aspects of organizational health and growth, including but not limited to academics, staff and student development, health and wellness, support services, organizational stability, and financial strength.
 - Responsible for replication and expansion of the KOSON Instructional Model. Performance initially measured by progress towards submission of applications and on track for approval.
 - Focus on successful and effective replication of the Problem Based Learning (PBL) model by adding new schools to the KOSON Network.
- Building Relationships:
 - Responsible for recruiting, managing, evaluating, promoting collaboration, and providing leadership and professional development to the KOSON leadership team. Nurture and develop an already high performing leadership team.
 - Implement effective accountability systems and operating model to drive progress towards goals, key strategic priorities, and implementation plans for the KOSON Network. Direct report to the Position is the Executive Director of STEM School Highlands Ranch. Future direct reports are ED(s) of future campuses and shared services for the KOSON Network.

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- Responsible for sourcing and growing new talent to lead additional KOSON schools.
 - Maintains a positive working relationship with the Executive Director(s), empowers Executive Director(s) to make campus-level decisions that impact the day-to-day operations of the school, and to provide guidance; in particular guidance around federal, state and local legal and compliance guidelines, while ensuring alignment with the PBL curriculum model.
- Financial Governance and Fundraising
 - Responsible for the overall longevity and financial health of the KOSON Network of Schools by cultivating relationships with foundations, corporations, and individuals who may provide strategic partnerships, opportunities and financial support to the organization. Responsible for nurturing and growing fundraising efforts. Work to develop funding avenues for the position.
 - Collaborate with the Chief Financial Officer and Executive Director(s) to ensure financial governance and oversight to provide Mission/Vision alignment in support of the KOSON mission.