

APPROVED



STEM School Highlands Ranch

Minutes

KOSON Leadership Search Committee

STEM BOD Working Session

Date and Time

Wednesday October 12, 2022 at 12:00 PM

Location

Zoom Call

Directors Present

C. Gustafson (remote), I. Kalra (remote)

Directors Absent

N. Smith

Directors who left before the meeting adjourned

I. Kalra

Guests Present

N. Bostel (remote)

I. Opening Items**A. Record Attendance****B. Call the Meeting to Order**

C. Gustafson called a meeting to order on Wednesday Oct 12, 2022 at 12:06 PM. Other Search Committee members LynAnn Kovalesky and Star Ake were not available for this call.

C. Discussion on KOSON Leadership Search

Discussed HR Consultant support for search committee. It was suggested that it would be a good idea to have the HR consultant participate in a future search committee meeting to answer questions and provide guidance on the requisition. Brainstorming on questions and things to address in requisition:

- contract duration, 3 years vs year to year
- salary range
- benefits - assume health/dental/vision/life insurance/PERA will match STEM employee
- paid time off and sick time (6 days sick required per state law)
- Paid holiday days - HR guidance needed
- Work days in contract (on annual basis), confirm as exempt
- Professional development days
- Relocation package (partial repayment if leave within first year)

Need guidance on best method to address phasing/growth of role as KOSON network grows.

Need to address shared services and timeline/transfer of roles to shared services. I. Kalra left at 1:02 PM.

Reviewed draft writeup of phasing of role, specifically related to replication and expansion of KOSON network.

Discussed proposed timeline for posting requisition and hiring steps.

D. Action Items

- Carla to send draft job requisition to HR consultant.
- Schedule next committee meeting with HR consultant in attendance to address questions and help finalize requisition.
- Schedule HR consultant for Nov 1st Board Meeting
- Search committee meeting 11/2-11/4 to finalize requisition and confirm the hiring/interview schedule.

II. 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 1:59 PM.

Respectfully Submitted,
C. Gustafson