STEM School Highlands Ranch

Minutes

Board of Directors Meeting

Date and Time
Tuesday November 1, 2022 at 5:30 PM

Directors Present
C. Gustafson, I. Kalra, K. Reyna, L. Davison, M. Horne, R. Lukez

Directors Absent
N. Smith

Guests Present
A. Westfall

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

K. Reyna called a meeting of the board of directors of STEM School Highlands Ranch to order on Tuesday Nov 1, 2022 at 5:32 PM.

C. Pledge of Allegiance

D. Reciting of the Mission Statement

E. Approve Minutes

C. Gustafson made a motion to approve the minutes from October 11th, 2022 with the edits outlined. Board of Directors Meeting on 10-11-22.
L. Davison seconded the motion.

The previous minutes state that the parent survey was reduced to 6-7 questions. This should be edited to specify that we are talking about the Pulse Survey, not the full Parent Survey.

Rename CMAS as the annual UIP review from NMAS.

The phrase "Respectfully submitted by" should be changed to Michelle Horne from Ishmeet Kalra

We should approve the policy documents by name instead of needing to reference the board packet.
The board **VOTED** unanimously to approve the motion.

II. Academic Excellence

A. Student Presentation - updates

Student Government- Slide show
Discussed past and future events:
Past events: Trunk or Treat was a huge success due to community involvement. They were also able to install the bulletin board for heritage month and added the mural.
Future events: December Nerds Night Out, Holiday Treat and Prom

BOD Q & A: How much money do we have budgeted for Prom out of the school budget?
$3,000 from the school budget, but that needs to be reviewed with CFO. We want to save as much money as possible so that we can keep ticket prices as low as we can.

Rudy Lukez has a connection to a descendant of sitting bull who works with the national parks department. He is happy to share the information with Dr. Johnson for the Student Government for Native American Heritage Month.

B. Staff Care Model - Annual Update

Michelle Gasser- 9% attrition rate for teachers from last year. Our goal is to reduce this number.

STEM's total organization experienced a 27% turnover rate, 154 staff members total. Charter school institute reported 31.6% total as a comparison. Some of the reasons for turnover were due to reducing the workforce or moving teachers from one job to another.

Focus and goals for teacher support team:
- improve school culture- Sharing good things, greeting at the door, etc.
-SBL
-PBL
-Using data to drive instruction

We are up to 4 full time specialists to provide support or our teachers with getting support for instructional pedagogy, PBL development and implementing SBL. Additional support includes unit planning, feedback and observations, and resource procurement. This will help teachers not only write grants, but also connect then to contacts who can assist within the classroom.

New teacher induction- all teachers new to Colorado or teaching in general must go through induction. This is meant to provide support as they get their license. We have 21 teachers needing induction and 14 mentors. Total induction program is 2 years and includes 1 monthly observation and a monthly meeting, enabling teachers to work on their portfolios.

Board Q & A:
Is it true that DCSD Charter teachers aren't necessarily licensed?
They have their initial license, but to get their professional license they need to complete induction. Charter schools have teachers that might have taken an alternative program and will have a deadline when that needs to be started, typically by September. Substitute teachers must have a substitute license. A part time teacher would need to have a sub licence or teaching license.

How many credits do the teachers earn per year?
They have 90 credit hours that will go toward their license renewal.

How many credits hours do you need in Colorado?
90 in 5 years.

For our Professional Development, our focus has been on SBL and PBL, but we are also focus on the teacher evaluation rubric and PLC Pathways. Are any of these assessments focused on student outcomes?
Standards Based Learning is more like mind shifts or instructional tools for our teachers.

I wonder if learning about some of these you can track increased student outcomes overtime; like student satisfaction, increased test scores, so that we can assess which practices we should carry on long-term.

How will we know our actions are working?
Staff Satisfaction surveys, feedback during coaching, and staff retention will be higher.

C. CEO Updates

Current enrollment: 1500 students. This number may change after open enrollment activity.

Student breakdown:
ES- 554
MS: 485
HS: 454
PTECH: 9

Gender: 61.8 male, 38.2
Ethnicity: 48.4%

Invites for 2023-2024 SY go out December 1, 2022. The number of postcards has been doubled.
BOD comment: We may be able to send emails to all district wide.

Master scheduling process:
October- new course proposals are submitted and approved
November- course selection sheets and academic planning guides are updated
December- communicate to students and families the course selection process

Strategic plan:
2021-2022 updates, spring update meeting held in February 2022
Goal setting for each of the 5 pillars
Benchmarking progress toward goals in data dashboard

2022-23
Monthly newsletter topic related to the strategic plan
Sept: Community alignment / replication
Oct: Funding
Update meeting in Oct 2022
Modification of team leads
Proposed name change from Parent Trust to Community Engagement,
Community Inclusion or Parent Engagement

Next steps
Transferring data dashboard to BoardOnTrack
KPI 1,2,4,5,6,7,8, and 10
BOD approval for updates: Strategic Plan Updates

BOD Approval:
In the board book, the areas that have been modified or are in need of minor
changes requiring Board approval are highlighted in red. Requesting the BOD to
approve course proposals for 2023-2024 as posted prior to the submission to
DCSD for the district approval.
Board Comment- We need to have a BOD member added to the Strategic
planning committee.

Audit update and financial adopted budget- provided in the board book.
Financial statement for 2022-23- our budget is based on 1498 enrollment, so we
have a projected net loss of $505 K. STEM tends to budget expenses high and
department directors are aware of the loss and have been making adjustments to
their department budgets. With the cuts we have made, we were able to get that
loss down to 250K and we have a reserve of 11 M that we can use to cover
expenses as needed.

BOD discussion:
Access: All secondary students could go to a teacher for career and college
planning that can tie in with career discovery. We need a student survey to
determined feedback.

We've had such a hard time staffing the computer science and engineering staff.
Are we concerned that we may not be able to provide these classes if we can't get
them filled?
Do we still partner with ACC adjunct teachers?
- Yes, we do.
R. Lukez made a motion to resolve that the STEM BOD supports the
administrations recommendations for new course proposals for 2023-2024 as
posted in the Board book.
C. Gustafson seconded the motion.
The board **VOTED** unanimously to approve the motion.

III. Development

A. Evolv Security System - Proposal update

COO Robert Hoornstra reported on the proposal that he has created to present to
the Douglas County Commissioners on behalf of the STEM BOD. The proposal

draft is in the board book. The board will review it over the next week and provide feedback.

Board Q & A and discussion:
Please clarify the administration team's role in student searches.
According to the DCSD Policy regarding a personal search, a student's person or personal possessions may be searched. There is no mention on who is approved to do it, so I will get the clarification for you.

Evolv said that there will be funding for staffing, right?
Yes, and I included that in the request, but it only covers 4 years. After that, it will need to be included in our operational budget.

Who is included in the Evolv committee?
This is the team that we work with comprised of members outside of STEM.

We should include in the proposal that we are doing this not only for STEM, but as an educational experience for the rest of the schools in the county and the State.
I hinted toward the fact that the screening provides a mountain of analytics for advancement of the screening. We also want to take surveys about the student and staff experiences, feelings and perceptions regarding the Evolv system.

We need to keep open lines of communication between us and the student body to see how they are feeling about the system. We need to communicate why we're trying this and that we want student feedback.

We can use Evolv as a real-world application for classes.

We may want to add into the summary that this should be implemented in phases as a way to gradually expose the kids to a new thing. The Gym would be an ideal place to introduce it. Once the students are aware of what is happening and we get community exposure and feedback as well, we will see how it works with our school and our population.
I wonder if that would extend our timeline.

The hours need to be extended to 7 AM-9PM to adequately staff our school access hours. We should pad the budget to properly staff the system for the entire time we are using it. There also needs to be a supervisor of that 16-member team.

IV. KOSON Leadership Search Committee

A. Committee Updates and Next Steps

B. Board Approval of Next Steps

C. Approve Minutes

C. Gustafson made a motion to approve the minutes from KOSON Leadership Search Committee on 10-12-22.
I. Kalra seconded the motion.
The board **VOTED** to approve the motion.

D. Approve Minutes

C. Gustafson made a motion to approve the minutes from KOSON Leadership Search Committee on 10-26-22.
I. Kalra seconded the motion.
The board **VOTED** to approve the motion.

V. Ongoing Business - Updates

A. Policy Committee update

The current meeting was running too long, so this has been tabled for a future meeting.

B. Approve Proposed Policies

The current meeting was running too long, so this has been tabled for a future meeting.

VI. Public Comment

A. Public Comment Sign up link

No one signed up for Public Comment.

VII. Closing Items

A. Adjourn Meeting

I. Kalra made a motion to Adjourn at 7:47 PM.
R. Lukez seconded the motion.
The board **VOTED** to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:47 PM.

Respectfully Submitted,
M. Horne

Never Stop Innovating! We envision a world of exponential possibilities where every child develops the innate knowledge, skills, creativity and character to thrive, lead and succeed in an ever-changing future.