

**STEM Developmental Board Meeting****Thursday, June 02, 2011****Platte River Academy Library**

| <b>Agenda Item#</b> | <b>Item</b> | <b>Presenter</b> | <b>Agenda</b>   |  | <b>Documents</b>  |
|---------------------|-------------|------------------|---|--|---|
| 0                   | Attendance  |                  |   |  |   |
| 1                   | Opening     | Walter Berger    | Open, Recitation of Mission Statement, and Pledge         | Present: Walter Berger, Barry Brannberg, Judy Brannberg, David Floodeen, Rich Campbell, Suzanne Stromberg. Opening included pledge, reading of mission statement.  |   |
| 2                   | Action      | Barry Brannberg  | Adoption of the Initial STEM Budget starting July 1, 2011 | CDE Funding has been received. Specifically, an initial installment of \$30K has been received, and a second installment will cover furnishings, in the amount of \$51K. Funds should be spent by June 30th. The third installment will cover curriculum and instructional technology. Paperwork for funds must be submitted by July 15th. Loan of \$30k has been aquired, funds have been withdrawn to cover temporary office space, board insurance, and incidental office supplies. One of the largest expenses has been for the traffic study, at a cost of \$10K. Funds remaining in the account: \$13,323 K.   | Budget2011_Version10  |
|                     |             | Walter Berger    | Adoption of the Initial STEM Budget starting July 1, 2011 | Conversations are underway with building owners regarding a phased approach for additional building space. Budget awaits final approval. Suzanne Stromberg motioned to approve budget, Walter Berger seconded the motion. All voted in favor of approving the budget.  |   |
| 3                   | Action      | Barry Brannberg  | Approve the DCSD Purchased Services Contract for 2011/12  | General discussion of allocation of DCSD funds, including school nurse (part time). A health clerk will likely be considered as well. Other opt in resources include library resources, and Tier 3 (for coverage of special needs students, including liability). David Floodeen discussed reasons for adopting Tier 3 coverage, including liability coverage from the district, hiring processes, etc. Walter Berger moved that we approve the DCSD Purchases Service Contract, Suzanne Stromberg seconded, motion was approved and signed.   | STEM 11-12 Purchase Service Cost-Final.doc                      |
| 4                   | Action      | David Floodeen   | Approve the STEM Calendar and Class Schedule              | David Floodeen explained difference and justification for modified calendar. The Modified Calendar is currently followed by the majority of elementary schools in Douglas County. STEM is the first middle school/high school to adopt the modified calendar. Justification for this calendar includes availability of professional development days for teachers, with appropriate allotment of comp days. The other advantage of this system includes a regular cycle of two week breaks, enabling teachers to adapt to the new curriculum and standards and to have appropriate time to develop project based teaching lessons away from class. Discussion ensued regarding minimum required contact days/hours. District will regularly audit contact hours. Walter Berger motioned to approve the school calendar, Suzanne Stromberg seconded. Motion passed. | 2011 STEM Calendar2.pdf<br>STEM Daily Class Sched 2011_1012.doc |

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| 5 | Action | Walter Berger   | Retain CPA and Financial Services | Walter Berger reported on the proposal submitted by Manning and Company. Total cost of service will be \$6700 annually. Barry Brannberg reported on the security of the Manning firm, as well as remote access capabilities. Brannberg also reported that the school website will also include a financial transparency page, in order to be in compliance with state requirements. The Manning and Company software will allow for direct downloads to the website. Walter Berger motioned to approve the Manning and Company contract. Suzanne Stromberg seconded. Motion passed.   | Manning & Company, P.C.-Proposal - STEM School 052611.pdf |
| 6 | Report | David Floodeen  | Academic Program                  | David Floodeen reported on current enrollment numbers, which stand at 436 as of June 2. 6th and 7th grades include waitlists of 36 and 18 respectively. Waitlists will be absorbed after an assessment in the first week of classes. There are also allowances for hybrid/online students in these figures. Floodeen discussed a potential issue with the priority system for the wait list, which is based on the charter contract. There is some concern regarding admitting siblings of 6th or 7th graders who are lotteried in. CDE and Douglas County have offered some guidance regarding sibling priority, and suggested different wait lists based on priority status. Floodeen asked the board to further clarify the school policies regarding the lottery. Floodeen will conduct further research regarding this issue, and report back to the board. Current priority order: founding families, siblings of current students, children of staff members, residents within 5 miles of the school, Douglas County residents, out of district residents. Scheduling for the school day: students will cycle through 6 periods of 1 hour per period. Core classes will include math, science, language arts, social studies, and computer science and technology. Additional offerings will include art and PE. Foreign languages will be added next year at the high school level. Additional funds will need to be allocated for art supplies and CTE software. Possible sources include decreasing the length of the online textbook licenses from 5 years to 1 year. There are also funds from fundraising activities that can be allocated toward online curriculum. Faculty: 18 teachers have been hired, with the projected total at 20. With this total, STEM will be \$39K under budget for teacher salaries. The budgeted also calls for 1 education assistant, which is yet to be hired. Floodeen also discussed the instructional technology assets, which include several interactive white boards, and laptops for all teachers. Furniture purchases have also been made, including lockers, tables, desks, and chairs. |   |
| 7 | Report | Barry Brannberg | Financial                         | Much of this was covered in Barry Brannberg's report, but he further reported that the contractor has asked STEM to be a signer on the interior contract, which would allow for some tax advantages. STEM's legal team is looking into this action.   |   |
| 8 | Report | Barry Brannberg | Building                          | STEM personnel continue to do walk throughs of the building, and report that construction is going as planned. In sum, no obstacles are foreseen for the timely opening of the school.  |   |
| 9 | Report | Rich Campbell   | Registration                      | Registration will take place June 10th and 11th, and will be instrumental in determining the absorption of wait lists.  |   |

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| 10 | Report  | Judy Brannberg  | Extra-Curricular Program (Academy)         |                       | Judy Brannberg reported on partnerships with UC-Colorado Springs, CSU. Meetings are in process regarding partnering with these institutions, including a 4-H partnership with CSU. Dr. Randy Tagg of CU Denver is also a potential partner. Discussions are also underway with School of Mines. We have also partnered with Springboard for band and orchestra programs. Springboard will also offer Spanish and Chinese. Athletic program offerings are still in development, and will possibly be facilitated by parent volunteers. Discussion followed regarding volunteer hours counting toward academy involvement. This policy needs to be clarified and put in writing. Another intramural offering will be a robotics course for students who are not enrolled in the BEST program. The BEST program is limited to 8 participants. Discussions are underway for math club, rocketry club, and a hydrogen fuel cell car competition. There is also potential for National Science Bowl participation. |
| 11 | Report  |                 | STEM Home School Program (known as Hybrid) |                       | Barry Brannberg reported that a budget of \$2,500 per student is allocated for the hybrid school program. The program will be housed at Horizon Church, which will be paid out of the hybrid school's own budget which will be given to them by the STEM School. The Hybrid program is also free to join with the Academy Activities. Hybrid is budget neutral for STEM, and the potential exists for pioneering a home school program, which hasn't been successfully executed in other schools. Floodeen has met several times with the home school program manager, and policy has been set regarding time allocation, student services issues, etc. The board agreed that it would be helpful to see a business plan in writing from the home school program.  |
| 12 | Comment | Barry Brannberg | Public Comment                             | 3 minutes per comment | No public comments   |