



Poudre School District Board of Education

2407 Laporte Avenue, Fort Collins, CO 80521 • 970-490-3607

Meeting Minutes

Minutes from Board of Education Retreat
June 17, 2025

SPECIAL MEETING – 5:00 PM Boardroom

PRESENT: President Kristen Draper; Vice President Jessica Zamora; Directors Jim Brokish, Conor Duffy, Kevin Havelda, and Scott Schoenbauer; Superintendent Brian Kingsley; Chief of Staff Dr. Lauren Hooten; Lead Assistant Superintendent Dr. Traci Gile; Chief Officers Dave Montoya and Dr. Dwayne Schmitz

ABSENT: None

LATE: None

1.0 CALL TO ORDER

President Draper called the retreat to order at 5:04 p.m.

2.0 APPROVAL OF AGENDA

There were no changes to the agenda.

3.0 CONSENT AGENDA

3.1 Employee Health Clinic Services – Banner Employer Services, LLC Contract

3.2 White Fleet Purchase

3.3 Concurrent Enrollment and Dual Enrollment Program Expenditures – Aims Community College

Director Duffy moved that the Board approve and adopt the recommended actions for the items on the Consent Agenda.

Director Schoenbauer seconded the motion.

The voting was as follows:

Those voting AYE: Directors Jim Brokish, Kristen Draper, Conor Duffy, Kevin Havelda, Scott Schoenbauer, and Jessica Zamora

Those voting NO: None

Motion passed: 6-0

4.0 ACTION ITEM

4.1 Approval of Seventh Addendum to Superintendent Contract

Director Duffy moved that the Board approve the Seventh Addendum to Superintendent Contract as presented and authorize the Board President to sign the Seventh Addendum attested by the Board Secretary.

Director Havelda seconded the motion.

Board discussion included:

- Gratitude was expressed to the Superintendent for all of his hard work.

The voting was as follows:

Those voting AYE: Directors Jim Brokish, Kristen Draper, Conor Duffy, Kevin Havelda, Scott Schoenbauer, and Jessica Zamora

Those voting NO: None

Motion passed: 6-0

4.2 Revisions to District Policy IC/ICA – School Year/School Calendar/Instructional Time

Director Duffy moved that the revisions to Policy IC/ICA – School Year/School Calendar/Instructional Time be approved and the revised policy be adopted by the Board, effective July 1, 2025.

Vice President Zamora seconded the motion.

The voting was as follows:

Those voting AYE: Directors Jim Brokish, Kristen Draper, Conor Duffy, Kevin Havelda, Scott Schoenbauer, and Jessica Zamora

Those voting NO: None

Motion passed: 6-0

5.0 INFORMATIONAL REPORTS/DISCUSSION ITEMS

Superintendent Kingsley provided Board members with a memo regarding the potential dismissal of a non-probationary employee.

5.1 CASB Board Self-Evaluation

- CASB Deputy Executive Director Leslie Bogar presented the self-assessment review.
- Board members participated in various activities and discussed multiple self-evaluation steps and items.

5.2 Interviews with Applicants for Director District E Vacancy and Discussion Regarding Applicants

- Board members interviewed two candidates, Mitchell Schwarzbach and Andrew Spain, for the vacant board seat.
- Gratitude was expressed to both candidates for the willingness to run for the board in the interest of students.

6.0 ACTION ITEM

6.1 Action to Appoint an Individual as a Board Member for Director District E

Director Brokish moved that the Board adopt and approve the resolution appointing Andrew Spain to fill the vacancy in Poudre School District Director District E and serve the remainder of the current four-year term, which will expire after the November 4, 2025 regular biennial election.

Vice President Zamora seconded the motion.

The voting was as follows:

Those voting AYE: Directors Jim Brokish, Kristen Draper, Conor Duffy, Kevin Havelda, Scott Schoenbauer, and Jessica Zamora

Those voting NO: None

Motion passed: 6-0

7.0 ADJOURNMENT

The meeting adjourned at 8:38 p.m.

Respectfully submitted,

Jill Brunner
Secretary to the Board of Education