



# Poudre School District Board of Education

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

## Meeting Minutes

Minutes from Board of Education Retreat  
May 31, 2022

### **SPECIAL MEETING (BOARDROOM) – 4:30 PM**

PRESENT: President Rob Petterson; Vice President Kristen Draper; Directors DJ Anderson, Jim Brokish, Nate Donovan, Carolyn Reed, and Jessica Zamora; Superintendent Brian Kingsley; Assistant Superintendent Traci Gile, Chief of Staff Lauren Hooten; Chief Equity and Academic Officer Marlena Gross-Taylor; Chief Institutional Effectiveness Officer Dwayne Schmitz, Executive Directors Brett Larsen, Dave Montoya, Madelyn Noblett, Sarah Siple, Dan Starke; Legal and Policy Council Autumn Aspen

ABSENT: None

LATE: None

#### **1.0 CALL TO ORDER**

President Petterson called the regular business meeting to order at 4:31 p.m.

#### **2.0 INFORMATIONAL REPORTS/DISCUSSION ITEMS**

##### **2.1 Board Norming**

- Governance team is running well.
- Communication exchanges are working smoothly; request was made for shared information as soon as possible to avoid last minute or uninformed decisions.
- Members were asked to inform President/Vice President of agenda items to be pulled during a meeting to ensure staff will be on hand to provide answers.
- Superintendent invited members to visit schools with him or to inform appropriate staff about visits as soon as possible out of respect to site schedules.
- Desire to be responsive to emails must be balanced with need to consult staff for an informed response.
- Possibility of responding to Community Commenters during meetings was discussed.

##### **2.2 Strategic Plan Process Overview**

Update on the development of the Strategic Plan was provided by Chief Equity and Academic Officer Marlena Gross-Taylor, Assistant Superintendents Traci Gile and Scott Nielsen, Chief Institutional Effectiveness Officer Dwayne Schmitz and Interim Executive Director of Human Resources Brett Larsen.

- Questions were raised about the process for Community Engagement sessions.
- Board will receive frequent updates about the community-driven process.
- Important not to 'over guide' community members while asking for authentic feedback.
- Strategic Planning Team will consist of cabinet members; Strategy Team to include staff and other stakeholders.
- Concern was expressed that staff outside of Executive Administration and Cabinet may not have input and should be considered for inclusion into the process outline.

- Community Engagement sessions will be held separately for both staff and community members.
- Need to be explicit and clear about how process will unfold.
- Alignment of financial capabilities/strategies with enrollment and physical resources should be considered in student outcomes; may be appropriate to include with Action Steps.
- Questions were raised about inclusion of long-range Operational Plans.
- Master Plan may be in place and could include operational pieces as well as financing, human resources, etc.
- Feedback is critical to moving forward.
- Strategic Plan launch will be a one page, clear-cut document with simple framework.

### **2.3 Re-envisioning DE 1.0**

- Truancy and attendance data will continue to be tracked.
- Gratitude was expressed for hard work on the presentation.
- Implementation may include healthy dissidence from staff, much like implementing a new curriculum. Data suggests change must occur.
- Anticipated 3-5 year implementation process.
- Principals will take the work back to staff; goal is to coach and assist principals better.
- Process will include identifying areas to take away other workload items.
- Other districts have implemented this process and have proven best practices.
- Board needs to trust the administrative staff to move forward with process, and look forward to incremental reinforcement of progress.
- Teaching staff the fundamental understanding will permeate throughout the system, drive each building and will be measurable.

## **3.0 EXECUTIVE SESSION**

### **3.1 Superintendent Evaluation**

Vice President Draper moved that the Board enter into executive session to discuss personnel matters related to the Superintendent's annual job performance evaluation and potential contract revisions to the Superintendent's contract as authorized by C.R.S. 24-6-402(4)(f) and C.R.S. 24-6-402(4)(e). Individuals invited to join the Board in executive session are Superintendent Brian Kingsley, Legal and Policy Counsel Autumn Aspen, and Assistant Board Secretary Jill Brunner.

Director Anderson seconded the motion.

The voting was as follows:

Those voting AYE: Directors DJ Anderson, Jim Brokish, Nate Donovan, Kristen Draper, Rob Petterson, Carolyn Reed, and Jessica Zamora

Those voting NO: None

Motion passed: 7-0

Executive session began at 7:25 p.m.

Executive session ended at 9:04 p.m.

#### **4.0 ADJOURNMENT**

The meeting adjourned at 9:04 p.m.

Respectfully submitted,

Jill Brunner  
Assistant Secretary to the Board of Education