



## Poudre School District Board of Education

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

### Meeting Minutes

Minutes from Board of Education Business Meeting  
April 22, 2025

#### **DINNER SESSION - 5:30 PM Superintendent Conference Room**

PRESENT: President Kristen Draper; Vice President Jessica Zamora; Directors Jim Brokish, Conor Duffy, Kevin Havelda, Carolyn Reed, and Scott Schoenbauer; Lead Assistant Superintendent Dr. Traci Gile; Chief Officers Dr. Lauren Hooten and Dave Montoya; General Counsel Autumnn Aspen

ABSENT: None

LATE: None

REMOTE: Director Carolyn Reed joined remotely at 5:57 p.m.

Dinner session began at 5:30 p.m.

#### **1.0 District Information and Board Discussion Topics**

- Lead Assistant Superintendent Dr. Traci Gile and Chief Finance Officer Dave Montoya provided a summary of the process used to determine allocation of 4A funds

#### **2.0 Executive Session**

Vice President Zamora moved that the Board enter executive session for the following purposes:

- 1) to receive legal advice on specific legal questions relating to potential construction defects and overpayments to a general contractor for two PSD construction projects, as authorized by C.R.S. 24-6-402(4)(b); and
- 2) to develop the strategy of the school district for negotiations relating to the 2025-2026 collective bargaining agreement or employment contracts, as authorized by C.R.S. 24-6-402(4)(e)(III).

Individuals invited to join the Board in all or part of the executive session are Superintendent Brian Kingsley, Chief of Staff Dr. Lauren Hooten, Lead Assistant Superintendent Dr. Traci Gile, Chief Finance Officer Dave Montoya, Planning and Construction Manager Alex Hendricks, attorney Karl Berg, and General Counsel Autumnn Aspen.

Director Havelda seconded the motion.

The voting was as follows:

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

Those voting NO: None

Motion passed: 7-0

Executive Session #1 started at 6:00 p.m.

Executive Session #1 ended at 6:22 p.m.

Dinner session ended at 6:22 p.m.

## **REGULAR BUSINESS MEETING (BOARDROOM) – 6:30 PM**

PRESENT: PRESENT: President Kristen Draper; Vice President Jessica Zamora; Directors Jim Brokish, Conor Duffy, Kevin Havelda, Carolyn Reed, and Scott Schoenbauer; Lead Assistant Superintendent Dr. Traci Gile; Assistant Superintendents Julie Chaplain and Insoon Olson; Chief Officers Dr. Lauren Hooten, Bud Hunt, Dave Montoya, and Dr. Dwayne Schmitz; General Counsel Autumn Aspen

ABSENT: None

LATE: None

### **1.0 CALL TO ORDER**

President Draper called the regular business meeting to order at 6:31 p.m.

### **2.0 APPROVAL OF AGENDA**

Director Havelda moved that the Board amend the agenda to include an executive session on Negotiations at the end of the meeting.

Director Brokish seconded the motion.

The voting was as follows:

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

Those voting NO: None

Motion passed: 7-0

### **3.0 ACTION ITEMS**

#### **3.1 Resolution in Support of National Volunteer Appreciation Week**

Director Reed moved that the Board approve the resolution in support of National Volunteer Appreciation Week, April 20-26, 2025.

Director Havelda seconded the motion.

Board discussion included:

- Gratitude was expressed to volunteer Becky Sammons and all who donate time and talent to the school district.

The voting was as follows:

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

Those voting NO: None

Motion passed: 7-0

### **3.2 Resolution in Support of Mental Health Awareness Month**

Director Reed moved that the Board approve the resolution in support of Mental Health Awareness Month, May, 2025.

Director Schoenbauer seconded the motion.

Board discussion included:

- Gratitude was expressed to the large group of community partners in attendance, and to all who work to improve student mental health.

The voting was as follows:

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

Those voting NO: None

Motion passed: 7-0

### **3.3 Resolution in Support of Military Appreciation Month**

Director Duffy moved that the Board approve the resolution in support of Military Appreciation Month, May 2025.

Director Schoenbauer seconded the motion.

Board discussion included:

- Gratitude was expressed to Captain Roby and Sargeant First Class Kruschke for their service, and to Cadet Major Garrison Ware for service in JROTC and a very powerful speech.

The voting was as follows:

Those voting AYE: Directors Jim Brokish, Kristen Draper, Conor Duffy, Kevin Havelda, Carolyn Reed, Scott Schoenbauer, and Jessica Zamora  
Those voting NO: None  
Motion passed: 7-0

#### **4.0 SUPERINTENDENT REPORT**

Superintendent Kingsley was not in attendance due to illness. Chief of Staff Dr. Lauren Hooten introduced a trailer for the *Grads at a Glance* video series and spoke about upcoming graduations, the *PSD Celebrates* event taking place next week, and budget information that will be presented at the meeting.

#### **5.0 COMMUNITY COMMENT**

Chanda Burd said Preston staff contributed solicited input about the hiring of the next Principal and are disappointed district leadership did not listen to their preference to hire Assistant Principal Bill Saint.

Anna Bernhard spoke in support of a bell-to-bell phone free policy in all schools.

Haleigh Alexander expressed concern about the composition of the small schools planning team and potential distribution of the 4A mill levy funds.

Kaitlyn Corcoran said the district has put Preston Middle School through multiple difficult events over the past years, and said staff are disappointed Assistant Bill Saint was not hired as principal after receiving overwhelming back from staff and parents.

Evan Barker spoke in support of Assistant Principal Bill Saint and said the district should have listened to the school staff when hiring a new principal.

Tory Pappas shared concern about the proposed disbursement of 4A funds for small neighborhood schools and said any perceived misalignment can erode trust with the community.

Kate Bedford said a Tax Increment Finance district has legally sheltered tax revenue funds from the district over the past 20 years and asked the district to send a formal rebate request to the town manager.

Kristin Olsson invited board members to attend district negotiations on Friday.

Dani Lawrence expressed frustration the district created a new resolution that combined all disability children into one and said this is discrimination.

Anna Lebedda spoke in support of dyslexia screening and asked the district to create a policy on behalf of students.

## **6.0 BOARD TOPICS AND COMMITTEE REPORTS**

- Gratitude was expressed to community members and all involved with the Board of Education community engagement sessions this school year.
- Director Schoenbauer provided an update on the Hiring Fair at the Future Ready Center.

## **7.0 CONSENT AGENDA**

- 7.1 Personnel Action**
- 7.2 Non-Renewal of Employment Contracts**
- 7.3 Quarterly Financials March 2025**
- 7.4 2025-26 Renewal Applications for Alternative Education Campus Designation for Centennial High School and Poudre Community Academy (PCA)**

Vice President Zamora moved that the Board approve and adopt the recommended actions for the items on the Consent Agenda.

Director Reed seconded the motion.

The voting was as follows:

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

Those voting NO: None

Motion passed: 7-0

## **8.0 ACTION ITEMS**

### **8.1 Monitoring / Policy Review: EL 2.6, Asset Protection**

Director Brokish moved that the Board determine that the Superintendent has reasonably interpreted Board of Education Policy EL 2.6 in his Internal Monitoring Report dated April 22, 2025 and that the evidence presented supports the Superintendent's conclusions stated in the Internal Monitoring Report.

Vice President Zamora seconded the motion.

Board discussion included:

- Director Havelda thanked the community for the passage of 4A, which will allow the Superintendent to successfully fulfill this policy.

The voting was as follows:

Those voting AYE: Directors Jim Brokish, Kristen Draper, Conor Duffy, Kevin Havelda, Carolyn Reed, Scott Schoenbauer, and Jessica Zamora  
Those voting NO: None  
Motion passed: 7-0

## **9.0 INFORMATIONAL REPORTS/DISCUSSION ITEMS**

### **9.1 Board Consideration of Revisions to Policies DJ – Purchasing, DJA – Purchasing Authority, DJB – Purchasing Procedures, DDA – Federal Procurement and Fiscal Requirements, and DID – Fixed Assets Inventories**

Chief Finance Officer Dave Montoya, General Counsel Autumn Aspen, and Executive Director of Finance Kera Badalamenti presented the information.

- \$250,000 threshold versus a \$500,000 threshold was discussed.
- Important to provide transparency about district funds.
- Current assets will be tracked and monitored in the new *Service Now* program.

### **9.2 Preliminary Budget FY 2025-26 (revenue focused)**

Budget Director Brian Gustafson provided the update.

Board discussion included:

- Clarification about projected charter growth was provided.
- Total Head Start funding is \$5.8 million plus \$1.3 million from PSD.
- Important to be thoughtful and conservative about prioritizing funds moving forward due to uncertainty of federal funding.
- Budget adoption timeline was discussed.
- Processes used to define and identify a small school were explained.
- Enrollment at neighborhood schools was discussed.
- Thoughtful financial conversations should occur in public.
- Explanation of the Size Factor Formula was provided.
- ASCENT program and several others may be affected by national decisions.
- Gratitude was expressed to the Finance Department staff; board members have full confidence in the smart and transparent work performed on behalf of the district.

## **10.0 EXECUTIVE SESSION**

Vice President Zamora moved that the board enter executive session to develop the strategy of the school district for negotiations relating to the 2025-2026 collective bargaining agreement or employment contracts, as authorized by C.R.S. 24-6-402(4)(e)(III). Individuals invited to join the Board in the executive session are

Superintendent Brian Kingsley, Chief of Staff Dr. Lauren Hooten, Lead Assistant Superintendent Dr. Traci Gile, Chief Finance Officer Dave Montoya, and General Counsel Autumn Aspen.

Director Havelda seconded the motion.

The voting was as follows:

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

Those voting NO: None

Motion passed: 7-0

Executive Session began at 9:34 p.m.

Executive Session ended at 10:23 p.m.

## **11.0 ADJOURNMENT**

The meeting was adjourned at 10:24 p.m.

Respectfully submitted,

Jill Brunner  
Secretary to the Board of Education