



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
May 27, 2025

DINNER SESSION - 5:00 PM Superintendent Conference Room

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

ABSENT: None

LATE: None

REMOTE: Director Conor Duffy attended remotely

Dinner session began at 5:06 p.m.

1.0 District Information and Board Discussion Topics

- Board members discussed the potential creation of a Board Advisory Committee.
- Director Reed explained her rationale for developing the group and made recommendations on the composition and participants.
- Pros and cons of a formal versus informal group were discussed.
- Institutional knowledge from former board members is valuable.

Dinner session ended at 5:22 p.m.

SPECIAL MEETING (BOARDROOM) – 5:30 PM

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, and Dave Montoya; General Counsel Autumn Aspen

ABSENT: None

LATE: None

REMOTE: Director Conor Duffy attended remotely

1.0 CALL TO ORDER

President Draper called the special meeting to order at 5:33 p.m.

2.0 ACTION ITEMS

2.1 Action on Written Resignation Submitted by Board of Education Director Carolyn Reed.

Director Havelda moved that the Board accept the resignation of Carolyn Reed from her seat on the Poudre School District Board of Education representing Director District E, effective as of May 27, 2025.

Director Brokish seconded the motion.

Board discussion included:

- Board members spoke about Director Reed, thanked her for 11 ½ years of service, shared stories and experiences, and wished her well on future endeavors.
- Director Reed thanked the Board and staff, stated the current board is the best she has ever worked with, and said the district is in great hands.

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 ADJOURNMENT

The special meeting was adjourned at 5:48 p.m.

REGULAR BUSINESS MEETING/WORK SESSION (BOARDROOM) – 6:15 PM

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, and Dave Montoya; General Counsel Autumn Aspen

ABSENT: None

LATE: None

REMOTE: Director Conor Duffy attended remotely

1.0 CALL TO ORDER

President Draper called the regular business meeting to order at 6:18 p.m.

2.0 APPROVAL OF AGENDA

There were no changes to the agenda.

3.0 SUPERINTENDENT REPORT

Superintendent Kingsley spoke about a bittersweet start to the meeting by saying goodbye to Director Carolyn Reed on one end and celebrating recent graduates on the other end, introduced a *Quick Win* video about the recent Polaris Grad Walk, celebrated Poudre School District's recent ranking on the Forbes 500 Best Employers for New Graduates, and talked about items being presented in the meeting.

4.0 COMMUNITY COMMENT

Tory Pappas expressed gratitude that air conditioning is being installed in Beattie Elementary this summer and said due to implementation, the entire school had to be packed up by the last day of school which created extra work for staff with no support from the district.

Tom Griggs congratulated Director Carolyn Reed for 11 years of service to the district and shared reasons why he will be a good candidate for the Board of Education election in November.

Dani Lawrence spoke about a recent text thread between staff members who insulted disabled students, and said parents are afraid to come forward due to a lack of trust with administration.

5.0 BOARD TOPICS AND COMMITTEE REPORTS

- Board members attended recent graduation ceremonies and recounted experiences.
- Graduating students reported kindness and inclusivity as important themes from their time in school.
- President Draper shared that attending graduation ceremonies restores her faith in the future.

6.0 CONSENT AGENDA

- 6.1 Personnel Action**
- 6.2 Schedule of District-Wide Student Fees and Other Select Charges and School-Based Fee Schedules**
- 6.3 Addendum to Compass Community Collaborative School Renewal Contract**
- 6.4 Addendum to Liberty Common School Third Amended Charter School Renewal Contract**
- 6.5 Addendum to Mountain Sage Community School Second Charter School Renewal Contract**
- 6.6 Liberty Common School Great Schools Colorado Grant Application**
- 6.7 Commercial Insurance Renewal for 2025-2026**

- 6.8 Revisions to Student Rights & Code of Conduct Policies (Second Reading)**
- 6.9 Front of Classroom Bid Approval – IFB25-680-009**
- 6.10 Core Audio – IFB25-680-011**
- 6.11 Fund E (Employee Self Insurance Fund) Expenditures**

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

Director Havelda 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 ACTION ITEMS

7.1 District Advisory Board (DAB) Annual Report and Changes to DAB Bylaws

Director Brokish moved that the Board receive the District Advisory Board's annual report and approve the DAB amended bylaws.

Vice President Zamora seconded the motion.

Board discussion included:

- Gratitude was expressed to DAB Chair Taylor Ritchie for leadership, commitment, and dedication while filling the role.
- Important for Board members to listen to DAB feedback.
- DAB bylaws have needed an update for many years and members shared appreciation for the work involved.
- Board members were invited to attend a future DAB meeting to see how the process works.

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

7.2 Concurrent Enrollment and Dual Enrollment Program Expenditures

Vice President Zamora moved that the Board approve expenditures in excess of \$250,000 for programs detailed in the Summary of Concurrent Enrollment and Dual Enrollment Programs in PSD.

Director Brokish seconded the motion.

Board discussion included:

- Director of Career and Innovation Tanya Alcaraz and Concurrent Enrollment Coordinator Kristen Besanceney presented the item.
- 4100+ graduating students attended the ASCENT program this school year.
- PSD ranks among the top five in the State for the number of students who earn college credits.
- Participation in ASCENT can save a student approximately \$1500 in college tuition.
- Goal is to streamline funding and reduce barriers and administrative burdens.
- Board members expressed gratitude for the hard work and increased attendance results.

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

7.3 Resolution Declaring Vacancy on the Board of Education

Director Havelda moved that the Board adopt the resolution as presented.

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

7.4 SRO Contracts

Vice President Zamora moved that the Board approve expenditures in excess of \$250,000, authorizing staff to execute a contract with FCPS, TPD, and LCSO in the form presented.

Director Schoenbauer seconded the motion.

Board discussion included:

- Current SRO and new Director of Student Safety and Emergency Management Jarad Sargent provided the presentation.
- Larimer County Sheriff Deputy Nancy Remington was recognized for her years of service and upcoming retirement.
- Director Havelda reminded community members to watch for students getting on and off buses, especially in the morning.
- SRO Teaching Events include SRO 101, internet safety classes, standard response protocols when teaching in schools, and more.

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

7.5 Early Childhood Annual Report and Annual Head Start and Early Head Start Baseline Grant Approval

Director Brokish moved that the Board approve the Annual Head Start and Early Head Start Baseline Grant Approval.

Vice President Zamora seconded the motion.

Board discussion included:

- Director of Early Childhood Becca Benedit provided the information.
- Funding request is for a full year and is renewable.
- Baseline Grant Application is 400 pages and requires a large amount of time to complete; gratitude was expressed for moving forward as if funds will be available even through funding is uncertain.
- Appreciation was conveyed to Becca for her strong leadership to families and students.

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

8.0 INFORMATIONAL REPORTS/DISCUSSION ITEMS

8.1 Board of Education's Budget (GP 3.7.3)

Board discussion included:

- Chief Finance Officer Dave Montoya provided an update on the budget.
- Clarification was requested on Negotiations expenses.

8.2 Proposed Budget for FY 2025-26

Board discussion included:

- Budget Director Brian Gustafson presented the budget.
- Gratitude was expressed to voters for passing the 4A MLO; staff can receive a pay increase next school year.
- '*Reserve for Funding Uncertainty Unassigned*' are funds held back due to a changing landscape that requires a measured approach and financial contingency plan.
- Contingency Plan is 3-5% and was determined several years ago.
- Poudre School District receives approximately 30 million dollars a year from the federal government.
- Uncertain how much federal funding will disappear; currently aware of 9 million for mental health with potential removal of Medicaid and Colorado Health Meals funding.
- Proposed budget does not take away any school funds next year.
- Tiers of foundational support were explained, and the five-year projection process was discussed.
- Every school is experiencing declining enrollment; instability is impacting the entire community.
- 4A Debt-Free Mill Levy Override Committee is scheduled to provide an update at the June 10, 2025 Board of Education meeting.
- Long-Range Planning Committee is scheduled to meet June 13, 2025.

9.0 ADJOURNMENT

The meeting was adjourned at 8:51 p.m.

Respectfully submitted,

Jill Brunner
Secretary to the Board of Education