



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
December 9, 2025

DINNER SESSION - 5:00 PM Superintendent Conference Room

PRESENT: President Jessica Zamora; Vice President Kevin Havelda; Directors Karla Baise, Conor Duffy, Scott Schoenbauer, Andrew Spain, and Coronda Ziegler; Superintendent Brian Kingsley; Lead Assistant Superintendent Dr. Traci Gile; Chief Officers Dr. Lauren Hooten and Dave Montoya; General Counsel Autumn Aspen

ABSENT: None

LATE: Director Schoenbauer arrived at 5:09 p.m.

Dinner session began at 5:03 p.m.

1.0 Child Abuse Training

Superintendent Kingsley introduced the training.

Those in attendance were:

- Director Karla Baise
- Director Conor Duffy
- Vice President Kevin Havelda
- Director Scott Schoenbauer
- Director Andrew Spain
- President Jessica Zamora
- Director Coronda Ziegler
- Superintendent Brian Kingsley
- Lead Assistant Superintendent Traci Gile
- Chief of Staff Lauren Hooten
- Chief Finance Officer Dave Montoya
- General Counsel Autumn Aspen

Board discussion included:

- Training is annual expectation for all employees, to be completed within the first 90 days of the school year and is monitored.
- Colorado Law requires mandatory reporters to report directly to the Department of Human Services.
- Superintendent Kingsley provided update on the Wellington Middle-High School fire and cleaning of site.

Dinner session ended at 5:38 p.m.

REGULAR BUSINESS MEETING (BOARDROOM) – 5:30 PM

PRESENT: President Jessica Zamora; Vice President Kevin Havelda; Directors Karla Baise, Conor Duffy, Scott Schoenbauer, Andrew Spain, and Coronda Ziegler; Superintendent Brian Kingsley; Lead Assistant Superintendent Dr. Traci Gile; Assistant Superintendents Julie Chaplain and Insoon Olson; Chief Officers Dr. Lauren Hooten, Bud Hunt, and Dave Montoya; and General Counsel Autumn Aspen

ABSENT: None

LATE: None

1.0 CALL TO ORDER

President Zamora called the regular business meeting to order at 5:46 p.m.

2.0 PLEDGE OF ALLEGIANCE

President Zamora led the Board of Education, staff, and community members in the Pledge of Allegiance.

3.0 APPROVAL OF AGENDA

There were no changes to the agenda.

4.0 RECOGNITIONS AND REPORTS

4.1 Fossil Ridge High School Marching Band

Assistant Principal Brad Nye spoke about the accomplishment of the 2025 State Champions and reminded listeners that this is the 4th year in a row the Fossil Ridge High School marching band won this award.

Director Schoenbauer congratulated the marching band on behalf of the Board of Education.

4.2 Colorado Athletic Directors Association State Award of Merit

Fossil Ridge High School Principal Mark Barry spoke about the award and the accomplishments of recipient Assistant Principal/Athletic Director David Walck.

Director Schoenbauer congratulated David on behalf of the Board of Education.

4.3 2025 Charles Redd Center Teaching Western History Award

Polaris Elementary Principal Starr Hill spoke about the award and introduced teacher Alicia Ernest.

Director Spain thanked Alicia on behalf of the Board of Education.

4.4 Colorado Teacher of the Year Finalist

Polaris Elementary Principal Starr Hill spoke about the award and teacher Sarah Bayer.

Director Duffy thanked Sarah on behalf of the Board of Education.

5.0 SUPERINTENDENT REPORT

Superintendent Kingsley thanked Directors Ziegler, Baise, and Spain for taking the opportunity to run for the Board of Education and welcomed them to the district role, introduced a *Quick Win* video about kindergarten, and spoke about important and informational presentations scheduled for the meeting,

6.0 COMMUNITY COMMENT

Amy Healy expressed concern about the proposed calendar and cited examples of high school imbalances in learning.

Laura Whitehead said inclusion cannot outweigh safety and added the district is responsible for providing a safe learning environment for all students.

Lani Williams celebrated those who chose to run for and reside on the Board of Education and spoke in support of new Board President Jessica Zamora.

Michelle Finchum congratulated President Jessica Zamora for her new role on the board of education and provided multiple examples of her leadership including, but not limited to, integrity, empathy, and fairness.

Charles Stone cited examples of inequitable teaching between semesters and stated the proposed calendar will exacerbate the issue.

Dani Lawrence expressed frustration with her son's experience in school and said he should have received academic credit for the learning he did outside of the classroom.

Eric Sutherland stated setting mill levy rates is illegal and said the district is misleading voters and ripping off taxpayers.

Janet Wright congratulated the new board members and thanked the board for continued support of the LGBTQ+ community.

Christopher Kendall conveyed concern about the upcoming Healthy Kids Survey and cited multiple reasons.

7.0 BOARD TOPICS AND COMMITTEE REPORTS

- Vice President Havelda talked about upcoming Board of Education Engagement Sessions and provided meeting details.
- *Screenagers* final viewing will be held on January 28, 2026, 6:00 p.m. at Rocky Mountain High School.

8.0 CONSENT AGENDA

- 8.1 Personnel Action**
- 8.2 Meeting Minutes: October 29, 2025, November 4, 2025, and November 18, 2025**
- 8.3 Quarterly Financials (June and September 2025)**
- 8.4 2025 Fiscal Year Financial Reporting, External Audit-Related Documents (Annual Comprehensive Financial Report (ACFR) and Single Audit**
- 8.5 Participation in the State Treasurer's Interest-free Loan Program**
- 8.6 Audit Committee Annual Report**
- 8.7 Ridgeview Classical Schools Renewal Application**
- 8.8 IGA with the City of Fort Collins Parks and Rec**
- 8.9 CitrusFlows Services Agreement - Amendment**
- 8.10 District Accountability Committee Recommendation for 2025-26 new**
- 8.11 Adoption of the 2026-2027 School Year Calendar**
- 8.12 Cherry Heights Farm Lease Renewal**

Vice President Havelda requested Consent Agenda Item 8.11 Adoption of the 2026-2027 School Year Calendar be removed and placed as an Action Item.

President Zamora assigned Consent Agenda Item 8.11 to Action Item 9.4.

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

Director Spain seconded the motion.

Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Andrew Spain, Jessica Zamora, and Coronda Ziegler

Those voting NO: None

Motion passed: 7-0

9.0 ACTION ITEMS

9.1 Monitoring/Policy Review: EL 2.3, Financial Conditions and Activities

Director Duffy moved that the Board determine that the Superintendent has reasonably interpreted Board of Education Policy EL 2.3 in his Internal Monitoring Report dated 12/9/2025 and that the evidence presented supports the Superintendent's conclusions stated in the Internal Monitoring Report.

Vice President Havelda seconded the motion.

Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Andrew Spain, Jessica Zamora, and Coronda Ziegler

Those voting NO: None

Motion passed: 7-0

9.2 Monitoring/Policy Review: EL 2.7, Compensation and Benefits

Director Spain moved that the Board determine that the Superintendent has reasonably interpreted Board of Education Policy EL 2.3 in his Internal Monitoring Report dated 12/9/2025 and that the evidence presented supports the Superintendent's conclusions stated in the Internal Monitoring Report.

Director Duffy seconded the motion.

Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Andrew Spain, Jessica Zamora, and Coronda Ziegler

Those voting NO: None

Motion passed: 7-0

9.3 Annual Mill Levy Certification

Director Duffy moved that the Board certify the mill levy by the following resolution:

BE IT RESOLVED BY THE BOARD OF EDUCATION OF POUDRE SCHOOL DISTRICT R-1 that the Secretary of the Board of Education formally certify to the Board of Larimer County Commissioners the mill levy as presented in the Board packet in the following manner: For the tax year 2025 (collectable in 2026), the Governing Board of the Poudre School District R-1 hereby certifies a total levy of 54.090 mills to be extended by you upon the total net assessed valuation of \$5,615,413,399 to produce \$303,737,710 in revenue.

Vice President Havelda seconded the motion.

Board discussion included:

- Chief Finance Officer Dave Montoya presented the information.
- Inflation rate is driven by the Department of Labor and Statistics, not Poudre School District.
- *Disbursement of Funds* and *Assessed Value* were explained.
- Director Spain provided a statement regarding mill levy information and said the district has many layers of checks and balances to ensure the funds are used appropriately.
- Gratitude was expressed to the Audit Committee, Mill Levy Committee, and Comprehensive Planning Committee.

Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Andrew Spain, Jessica Zamora, and Coronda Ziegler

Those voting NO: None

Motion passed: 7-0

9.4 Adoption of the 2026-27 School Year Calendar

Vice President Havelda moved that the board approve the 2026-27 school year calendar as submitted.

Director Duffy seconded the motion.

Board discussion included:

- Calendar Committee Co-Chairs Cheryl Day and Brian Kiel provided information about the proposed calendar.
- Many variables were considered in creation of the calendar.
- Staff indicated a strong preference for the first semester to end prior to winter break.
- Hot classrooms at the beginning of the year created an influx of requests from staff and parents to push back the start of the school year.
- No perfect answer unless district moves to year-round school, which is not possible due to lack of air conditioning at many schools.
- Proposed calendar offers a slight reprieve from summer heat.
- More students are affected by the heat issue than by concurrent enrollment and block schedule issues.
- Important to include the voices of all members of the community.
- Survey was created but was put on pause due to the need for conversation regarding instructional minutes.
- Second quarter/first semester are historically short due to finalizing the semester prior to holiday break.

- High schools have varying block schedule configurations and changes affect each high school differently.
- Correct number of Exchange Days exists but may need to be labeled/titled differently.
- Heat-release did cost students a week of learning this year; may need to consider a planned half-day during first week of school.
- Ripple effects exist if teacher workdays are moved to second semester.
- Board approval must occur prior to December 31.

Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelde, Scott Schoenbauer, Andrew Spain, and Jessica Zamora
Those voting NO: Director Coronda Ziegler
Motion passed: 6-1

Board recessed at 7:34 p.m.
Board reconvened at 7:45 p.m.

10.0 INFORMATIONAL REPORTS/DISCUSSION ITEMS

10.1 Colorado State Demographer

Colorado State Demographer Kate Watkins provided the information.

Board discussion included:

- Fort Collins is an attractive relocation area for young people and families due to the prime working age, highly educated population, and geographic desirability.
- Some California companies relocated to Fort Collins due to affordability, but increasing costs are causing some companies to move back.
- *Cone of Uncertainty* may be published moving forward.
- Required to provide population estimates and projections and be as transparent as possible.
- Request was made to provide the sources of fertility rates/projections.
- Gratitude was expressed for a thoughtful presentation.

10.2 Fort Collins Chamber of Commerce

President and CEO of the Fort Collins Area Chamber of Commerce Anne Hutchison, Mark Johnston with Larimer County Economic and Work Force Development, and SeonAh Kendall from the City of Fort Collins provided the update.

Board discussion included:

- Business community has expressed a need for skilled employees in sector partnerships like manufacturing, construction, healthcare, hospitality financial, and non-profit areas.
- All industries are conveying a need for more employees in every kind of job.
- 50,000 people drive into Fort Collins daily for jobs but cannot afford to live here.
- Housing supply has been short 500-1,000 units since 2008.
- Larger employers are discussing how to find and retain employees and looking for solutions with transportation, amenities, and housing.
- Fort Collins has traditionally been a community that advocates for high education employment.
- Currently looking for ways to add industry jobs and build things in Fort Collins and create employment opportunities for college students after they graduate so they stay in the area.
- Partnership with PSD and incoming workforce opportunities are powerful.
- Request was made to continue giving the Superintendent authorization to reach out to community partners to keep networks open.

10.3 District Annual Budget Process, Priorities, and Update

Budget Director Brian Gustafson provided the update.

Board discussion included:

- Rural County Designation is a specific federal designation tied to population and considers the district in its entirety.
- PSD has a unique formation that includes heavily populated areas and lightly populated rural areas.
- Student Averaging benefited the district additional funding for 595 students this year.
- Request was made for information/data regarding the enrollment decline broken down by grade.
- Comprehensive Planning Committee is currently working on enrollment numbers and will bring recommendations to the board at a future meeting.
- Gratitude was expressed for an informational presentation.

11.0 ADJOURNMENT

The meeting was adjourned at 9:51 p.m.

Respectfully submitted,

Jill Brunner

Secretary to the Board of Education