Poudre School District Board of Education
2407 Laporte Avenue, Fort Collins, CO 80521 • 970-490-3607

Meeting Minutes

Minutes from Board of Education Work Session
February 24, 2026

DINNER SESSION - 5:00 PM Superintendent Conference Room

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

ABSENT: None
LATE: Director Conor Duffy arrived at 5:31 p.m.

Dinner session began at 4:59 p.m.

1.0 Community Engagement

- President Zamora distributed Community Engagement Session protocol documents and asked board members to provide feedback about future sessions.
- Session location/venues were discussed; may provide morning and evening options to accommodate more parents and families.
- Important to spread the message that events are open to everyone, not just parents of the school where an event may be held.
- Suggestion was made to create a brief slideshow so all board members start the session with the same information.
- Communications Department is compiling a list of frequently asked questions and will add it to the Poudre School District website soon.
- Recommendation was made to provide handouts in lieu of a slideshow to allow for more personal conversation.

Dinner session ended at 5:40 p.m.

WORK SESSION (BOARDROOM) – 5:30 PM

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

ABSENT: None
LATE: None

1.0 CALL TO ORDER

President Zamora called the regular business meeting to order at 5:49 p.m.

2.0 APPROVAL OF AGENDA

Vice President Havelda moved that the board pull Item 10.0 Executive Session from the agenda pursuant to advice from Superintendent Kingsley in dinner session that it is not needed at this time.

Director Duffy seconded the motion.

The voting was as follows:
Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Dr. Andrew Spain, Jessica Zamora, and Dr. Coronda Ziegler
Those voting NO: None
Motion passed: 7-0

3.0 SUPERINTENDENT REPORT

Superintendent Kingsley talked about the final DE 1.0 report being presented by Dr. Dwayne Schmitz and thanked him for incredible service to the district, acknowledged difficult times in the district due to budget reductions, spoke about the importance of celebrating student and staff successes despite the budget reduction discussion, introduced a *Quick Win* video regarding Xello software, addressed the upcoming Possible Reduction in Force resolution, and clarified the timing of future budget updates.

4.0 COMMUNITY COMMENTS – GENERAL TOPICS

Sabrina Herrick invited listeners to attend the sentencing of a bus driver convicted of student abuse in another school district.

Reggie Johnson spoke in support of LGBTQ individuals and asked the district to keep these students in mind when considering declining enrollment.

Anna Lebedda said her dyslexic student suffered from educational malnutrition in elementary school due to a lack of help and asked the district to provide a foundational educational experience for students.

5.0 BOARD TOPICS AND COMMITTEE REPORTS

- Director Schoenbauer provided an update on the recent PSD Foundation meeting, spoke about a meeting with Fort Collins Community Leaders, and reminded attendees about the success of district sports.

- Vice President Havelda spoke about the recent Board of Education Engagement Session at Tavelli Elementary School and reminded everyone there are two more opportunities to attend.
- Several Board members attended the Naturalization ceremony at Dunn Elementary School and spoke about the experience.
- Director Ziegler reminded listeners they can attend any Board of Education Engagement Session at any school, and said voices matter and decisions have not been made yet.
- President Zamora informed all that answers to common/frequently asked questions are now available on the district website.

6.0 CONSENT AGENDA

6.1 Personnel Action
6.2 Air Conditioning and Other Building Improvements at Webber Middle School
6.3 Air Conditioning and Other Improvements at Lesher Middle School

Director Schoenbauer requested Consent Items 6.2 and 6.3 be removed.

President Zamora assigned the items to Action Items 8.5 and 8.6.

Vice President Havelda moved that the Board approve and adopt the recommended actions for the item remaining on the Consent Agenda.

Director Spain seconded the motion.

The voting was as follows:
Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Dr. Andrew Spain, Jessica Zamora, and Dr. Coronda Ziegler
Those voting NO: None
Motion passed: 7-0

7.0 COMMUNITY COMMENTS – RESOLUTION FOR POSSIBLE REDUCTION IN FORCE

There were no commenters signed up to speak on this item.

8.0 ACTION ITEMS

8.1 Resolution of the Board of Education Authorizing the Reduction in Force for Licensed Staff per Article 14 of the Employee Agreement

Director Duffy moved that the Board approve and adopt the resolution indicating the Board's authorization for a reduction in force process to be carried out pursuant to Article 14 of the Employee Agreement.

Vice President Havelda seconded the motion.

Board discussion included:

- President Zamora and Director Ziegler each read a statement to the community about the passing of the Resolution Authorizing a Reduction in Force for Licensed Staff.
- Reduction in Force is not a line item or a spreadsheet adjustment; it represents real people who show up every day for students.
- Board members do not approach this lightly.
- Reductions occur only after all other avenues have been explored.
- Proposed resolution is the beginning of a process which can be stopped in the future if deemed necessary.

The voting was as follows:
Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Dr. Andrew Spain, Jessica Zamora, and Dr. Coronda Ziegler
Those voting NO: None
Motion passed: 7-0

8.2 Monitoring/Policy Review: EL 2.4, Financial Planning and Budgeting

Director Spain moved that the Board determine that the Superintendent has reasonably interpreted Board of Education Policy EL 2.4 in his Internal Monitoring Report dated February 24, 2026, and that the evidence presented supports the Superintendent's conclusions stated in the Internal Monitoring Report.

Director Ziegler seconded the motion.

Board discussion included:

- Vice President Havelda read policy EL 2.4 aloud to remind listeners of the importance.

The voting was as follows:
Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Dr. Andrew Spain, Jessica Zamora, and Dr. Coronda Ziegler
Those voting NO: None
Motion passed: 7-0

8.3 Monitoring/Policy Review: DE 1.0, General District Ends (Part 2)

Director Spain moved that the Board determine that the Superintendent has reasonably interpreted Board of Education Policy DE 1.0 in his Internal Monitoring

Report dated February 24, 2026, and that the evidence presented supports the Superintendent's conclusions stated in the Internal Monitoring Report.

Vice President Havelda seconded the motion.

Board discussion included:

- Chief Institutional Effectiveness Office Dr. Dwayne Schmitz presented the information.
- Appreciation was expressed to Dr. Schmitz for telling the story of the data, moving through abstract concepts in an understandable way, and propelling the district forward.
- Gratitude was conveyed to Dr. Schmitz for continually providing information that is honest and candid; that exposes deficits and celebrates success.
- Dr. Schmitz said the Board of Education collectively changed the fabric of the business of the district by asking for this data to be collected.
- Focus is the biggest impediment to achieving greatness in the district; hard to focus with so much coming at us from different directions and a constantly changing landscape.
- Children remain invested in moving forward when they pursue their passion and experience success at a young age.
- Important to include elementary students in areas of passion and engagement.
- Connections Survey is approximately 11 years old and is currently provided once a year.

The voting was as follows:
Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Dr. Andrew Spain, Jessica Zamora, and Dr. Coronda Ziegler
Those voting NO: None
Motion passed: 7-0

8.4 Resolution of the Board of Education Seeking to Recover Exclusive Chartering Authority

Vice President Havelda moved that the Board adopt the resolution indicating the Board's intent to recover exclusive authority to authorize charter schools.

Director Baise seconded the motion.

Board discussion included:

- General Counsel Autumn Aspen presented the information.
- Application is due to the State of Colorado Department of Education by March 1 of any year.

- State law requires existing charters be informed of the application so they can provide feedback to the State board.
- Important to pursue the Chartering Authority because the community deserves to have the ability to weigh in on charter school options, to know and understand their educational options, and to have access to locally elected board members who can ensure the local options meet the needs of the community.

The voting was as follows:
Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Dr. Andrew Spain, Jessica Zamora, and Dr. Coronda Ziegler
Those voting NO: None
Motion passed: 7-0

8.5 Air Conditioning and Other Building Improvements at Webber Middle School

Director Duffy moved that the Board authorize staff to execute the Guaranteed Maximum Price Amendment with Fransen and Pittman at Webber Middle School to install air conditioning, lighting upgrade, and other building improvements for a total cost of $11,165,632 over two years.

Director Spain seconded the motion.

Board discussion included:

- Director Schoenbauer stated he pulled this item from the Consent Agenda to openly discuss a large expenditure in the interest of transparency and good stewardship of district funds, especially when the budget is tight.
- Chief Finance Officer Dave Montoya introduced individuals in attendance.
- Explanation/clarification of the expenditure and bid process was provided.
- Contractors explained their company process for choosing subcontractors.
- PSD Sourcing team ensures protocol is followed; appropriate questions are asked before approval.
- 4A Accountability Committee report is provided annually to the Board in June.

The voting was as follows:
Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Dr. Andrew Spain, Jessica Zamora, and Dr. Coronda Ziegler
Those voting NO: None
Motion passed: 7-0

8.6 Air Conditioning and Other Improvements at Lesher Middle School

The voting was as follows:

Those voting AYE: Directors Karla Baise, Conor Duffy, Kevin Havelda, Scott Schoenbauer, Dr. Andrew Spain, Jessica Zamora, and Dr. Coronda Ziegler
Those voting NO: None
Motion passed: 7-0

9.0 BOARD FORECASTING

- Vice President Havelda stated his priorities are refinement of the Community Engagement Session process, bell schedule changes, and instructional minutes.
- Transportation department is looking for departmental efficiencies and cannot make deep financial decisions due to budget constraints.
- Instructional minutes and bell schedule changes are currently paused.
- District focus is currently on budget realities; potential consolidation is taking full capacity of the district.

10.0 ADJOURNMENT

The meeting was adjourned at 7:44 p.m.

Respectfully submitted,

Jill Brunner
Secretary to the Board of Education