Think bold.
Plan fully.

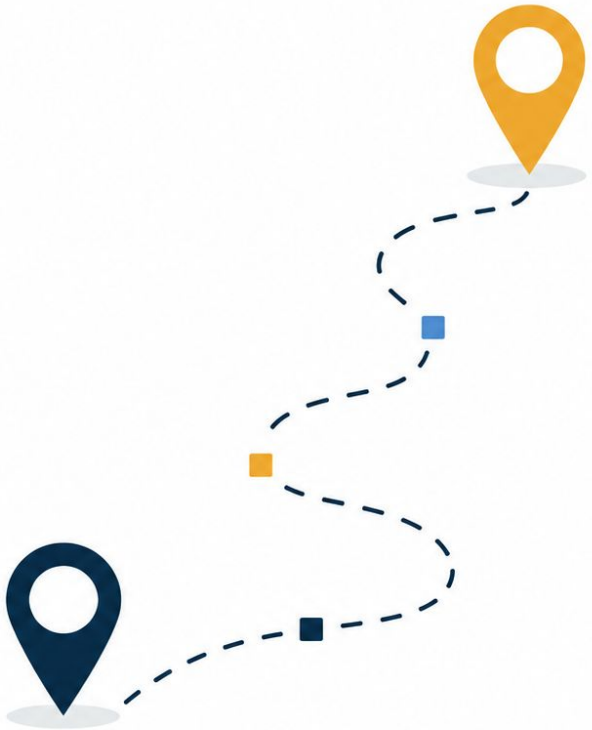
Summit School District

Consolidation Planning Meeting #2
August 4, 2026

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Agenda

- Welcome & Framing
- Project Roadmap - high level milestones
- Group Review 45 Min
  - Staff Transition Guide
  - Committee Membership Application Process
- Breakout Work Session 45 Min
- Wrap-up & Action Items



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Norms & Expectations

Start and end meetings on time. Begin with norms.

- Maintain confidentiality as plans evolve.
- Embrace uncertainty and ambiguity.
- Ensure everyone has an opportunity to contribute.
- Treat others with respect and kindness.
- Be open to new ideas.
- Be forward-thinking.
- Bring concerns and disagreements to the group.
- Avoid "meetings after the meeting."
- Share information thoughtfully and intentionally.
- Model confidence, calm, and professionalism.
- Create space for honest dialogue and emotional processing.
- Assume positive intent.

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What We Mean by Transparency

In practice, transparency means:

- We will communicate information as it becomes available.
- We will be honest, even when the information is difficult or unpopular.
- We will not avoid challenging topics or questions.
- We will clearly explain the process, timeline, and decision points ahead.
- We will acknowledge uncertainty when answers do not yet exist.
- We will provide updates consistently, even when there is little new information to share.
- We will listen to questions and concerns and address them directly.

Transparency means being honest about what we know, what we don't know, and how decisions are being made. We will share information as it becomes available, address difficult topics directly, and communicate consistently throughout the process.

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Decision Check-In

- The District will **not pursue a bond** this fall - there will not be an addition to UBE
- School **consolidation will occur for the 2027–28** school year
- Information about **2027-28 staffing process will launch in August 2026** and continue through Spring 2027
- A recommended **name for the elementary school in Breckenridge** will be brought to the Board for adoption in November.
- The Board expected to **study a new UBE boundary in December 2026**; parents will be informed about boundary school and enrollment options after adoption (anticipated by January)

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Major Milestones

August 2026

School naming process launches

Community naming process begins; criteria and participation model shared.

August 27, 2026

Breckenridge building process to the Board

Board briefed on the disposition process, decision rights, and timeline (not yet a decision on future use).

November 2026

Board votes on new school name

Final name adopted in time for enrollment materials and signage.

December 2026 – January 2027

Boundary studied and adopted

Board studies the new UBE attendance boundary; families informed of their school and enrollment options after adoption.

January – February 2027

Staffing placements executed

Displacement and hiring process runs per the published timeline; individual support at every step.

April – August 2027

Legacy celebrations & Welcome Week

Shadow days and closure/legacy events in spring, culminating in Welcome Week at the consolidated school.

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Project Roadmap & Major Milestones

- Complete | Coordination Infrastructure
- Complete | Workplan for UBE boundary and attendance decisions
- Complete | School Naming & Identity Infrastructure (Student Belonging & School Legacy Committee)
- In Progress | Certified Staffing Transition Guide
- In Progress | Property Disposition Process (the Breckenridge ES building)
- Not Started | Classified Staffing Transition Guide
- Not Started | Committee Membership and Meeting Cadence

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Project Roadmap



Collaborative Placement Committee

Provides placement recommendations in collaboration with SCEA under the MOU

Our definition of success

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> Throughout the transition Summit School District...



Kept students at the center



Communicated clearly and honestly



Treated people with respect



Honored the history and legacy of its schools



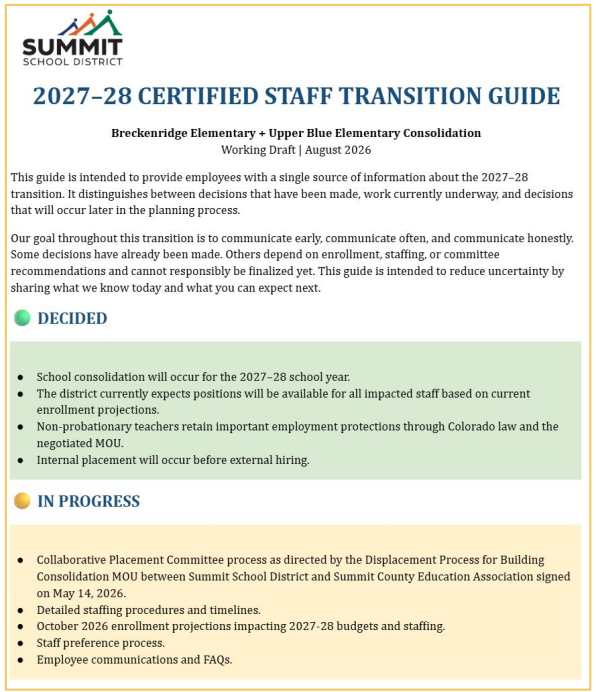
Prioritized welcoming and connected communities



Planned thoughtfully and followed through on its commitments

Group Review

Draft Staff Transition Guide
Email Notes:
lisa.relou@gmail.com



SUMMIT SCHOOL DISTRICT

2027–28 CERTIFIED STAFF TRANSITION GUIDE

Breckenridge Elementary + Upper Blue Elementary Consolidation
Working Draft | August 2026

This guide is intended to provide employees with a single source of information about the 2027–28 transition. It distinguishes between decisions that have been made, work currently underway, and decisions that will occur later in the planning process.

Our goal throughout this transition is to communicate early, communicate often, and communicate honestly. Some decisions have already been made. Others depend on enrollment, staffing, or committee recommendations and cannot responsibly be finalized yet. This guide is intended to reduce uncertainty by sharing what we know today and what you can expect next.

DECIDED

- School consolidation will occur for the 2027–28 school year.
- The district currently expects positions will be available for all impacted staff based on current enrollment projections.
- Non-probationary teachers retain important employment protections through Colorado law and the negotiated MOU.
- Internal placement will occur before external hiring.

IN PROGRESS

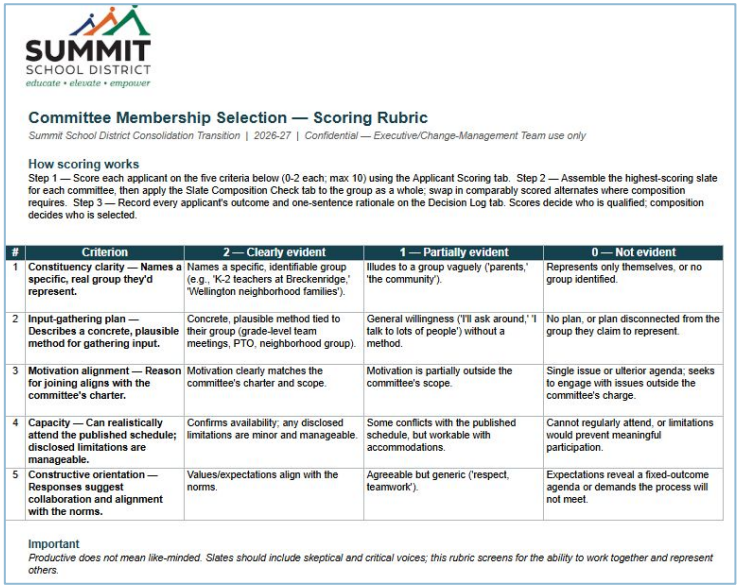
- Collaborative Placement Committee process as directed by the Displacement Process for Building Consolidation MOU between Summit School District and Summit County Education Association signed on May 14, 2026.
- Detailed staffing procedures and timelines.
- October 2026 enrollment projections impacting 2027-28 budgets and staffing.
- Staff preference process.
- Employee communications and FAQs.

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Group Review

Draft Committee Membership Email Notes: lisa.relou@gmail.com



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educate • elevate • empower

Committee Membership Selection — Scoring Rubric

Summit School District Consolidation Transition | 2026-27 | Confidential — Executive/Change-Management Team use only

How scoring works

Step 1 — Score each applicant on the five criteria below (0-2 each; max 10) using the Applicant Scoring tab. Step 2 — Assemble the highest-scoring slate for each committee, then apply the Slate Composition Check tab to the group as a whole; swap in comparably scored alternates where composition requires. Step 3 — Record every applicant's outcome and one-sentence rationale on the Decision Log tab. Scores decide who is qualified; composition decides who is selected.

#	Criterion	2 — Clearly evident	1 — Partially evident	0 — Not evident
1	**Constituency clarity — Names a specific, real group they'd represent.**	Names a specific, identifiable group (e.g., 'K-2 teachers at Breckenridge,' 'Wellington neighborhood families').	Illudes to a group vaguely ('parents,' 'the community').	Represents only themselves, or no group identified.
2	**Input-gathering plan — Describes a concrete, plausible method for gathering input.**	Concrete, plausible method tied to their group (grade-level team meetings, PTO, neighborhood group).	General willingness ('I'll ask around,' 'I talk to lots of people') without a method.	No plan, or plan disconnected from the group they claim to represent.
3	**Motivation alignment — Reason for joining aligns with the committee's charter.**	Motivation clearly matches the committee's charter and scope.	Motivation is partially outside the committee's scope.	Single issue or ulterior agenda; seeks to engage with issues outside the committee's charge.
4	**Capacity — Can realistically attend the published schedule; disclosed limitations are manageable.**	Confirms availability; any disclosed limitations are minor and manageable.	Some conflicts with the published schedule, but workable with accommodations.	Cannot regularly attend, or limitations would prevent meaningful participation.
5	**Constructive orientation — Responses suggest collaboration and alignment with the norms.**	Values/expectations align with the norms.	Agreeable but generic ('respect, teamwork').	Expectations reveal a fixed-outcome agenda or demands the process will not meet.

Important

Productive does not mean like-minded. Slates should include skeptical and critical voices; this rubric screens for the ability to work together and represent others.

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Take a Break!



Work Session Groups

Student Belonging & Legacy

Lead by: Ann-Mari & Robyn
Jennifer Polk
Lorna Wolf

Family Support & Navigation

Led by: Kerstin & Poli
Louise Wacaser
Todd Kirkendall
Kristin Sposato

Academic Integration

Led by: Laura & Ellen
Ashley Girodo
Kendra Carpenter

Facilities & Operations &
UBE Boundary & Attendance

Led by: Kara
Andrea Mayer-Pemble
Brandon Smith
Ravi Jaishankar
Cynthia Baucom
Tyler Adams - replacement TBD

Staff Support & Talent Transition

Led by: Andrea
On Hold Launch TBD

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Breakout Work Session

- Define committee purpose, size, membership (categories)
  - Aim for 8-10 core members, 12 max!
- Review committee work plan, identify missing tasks or redundancies
- Determine committee cadence and estimated time commitment
  - Check school and district calendars for conflicts
  - Avoid standing commitments (e.g., conference dates and PLCs)

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Committee Purpose

Create a transition experience that helps every student, family, and staff member feel welcomed, connected, and valued while honoring the history, identity, traditions, and legacy of both Breckenridge Elementary School and Upper Blue Elementary School.

This committee will:

- foster belonging
- elevate student and community voice
- celebrate each school's unique contributions
- thoughtfully carry forward the relationships, stories, and traditions that will shape the culture of the future school serving the Breckenridge community

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Student Belonging & Legacy

Membership Categories & Number

- Counselor or mental health staff member (1-2)
- Teacher representatives across grade levels (1-2 per school in addition to Lorna and Jennifer)
- Support staff representative (1/ school)
- Special services (SPED/GT) representative (1-2)
- Parent representatives (2-4)
- Student representatives (would like to include, possibly not every meeting and definitely as a subcommittee. Focus on 3rd-5th graders)
- Consider recruiting community members or alumni-legacy project

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Student Belonging & Legacy

Workplan Feedback

Potential Subcommittees: Naming, Legacy, Alumni, Students, Staff Relationship building/Sunshine

Add:

Thinking of kids who are going to other schools, could they have visits at their new schools as well.

Intentional Staff relationship building

What can we do throughout the year instead of waiting until the end?

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Student Belonging & Legacy

Cadence & Time Commitment

List meeting dates 2027-28-We will poll our committee members to decide which days and time would be better, probably evening to accommodate people who work in other fields.

For the main group, we are planning to meet twice a month for an hour with homework in between beginning in September

Estimate time commitment: 20 hours in the main committee plus additional time for subcommittee work.

For the leads, we will need to plan for the main committee meetings as well.

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Committee Purpose

Help families navigate the transition clearly and confidently while recognizing that this transition brings together not only students and staff, but families and communities as well. Families play an essential role in the culture, identity, and connectedness of a school community. This committee will help ensure families feel informed, supported, welcomed, and connected throughout the transition process while helping foster a strong sense of belonging within the future school community.

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Membership

- Principal, assistant principal or school leader or front office rep from each school
- District communications representative
- Enrollment/registrar representative
- Transportation representative
- Parent/guardian representatives
- Family engagement representative

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Workplan Feedback

Want to integrate with Transportation Team early

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Cadence & Time Commitment

10 Hours?

Sept 2, 9 am
- Review Commitee Applications?
- Identify stakeholder groups

Oct 8, 9 am
- Choice Survey
- Review Choice Enrollment timeline and process

Increased Cadence:
Nov., Dec., Jan, Feb.

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Committee Purpose

Ensure instructional continuity, strong academic planning, and thoughtful classroom integration in advance of the “unifying” school year. This internal working committee will support planning related to staffing, scheduling, student placement, intervention supports, specialized programs, and the overall instructional experience for students transitioning into the future Upper Blue Elementary community.



Membership

- Principal or assistant principal from each school
- Teacher representatives across grade bands
- School counselor
- HR representative
- Finance representative
- District operations representative

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Academic Integration

Workplan Feedback

Share feedback here

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Academic Integration

Cadence & Time Commitment

List meeting dates 2027-28

Estimate time commitment

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Committee Purpose

Ensure that school facilities, classrooms, operational systems, and physical spaces are fully prepared to support students and staff for the start of the 2027–28 school year. This internal workgroup will focus on creating organized, functional, welcoming, and student-ready learning environments while coordinating the complex operational and logistical components of the transition process. The workgroup will help ensure that staff belongings, instructional materials, furniture, and equipment are thoughtfully transitioned and that school spaces feel prepared, safe, and ready for students and staff on day one.

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Membership

- Facilities representative
- Operations representative
- Technology representative
- Transportation representative
- Principal from each school
- Custodial/maintenance representative
- Safety/security representative
- Nutrition services representative (as needed)

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Workplan Feedback

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Cadence & Time Commitment

List meeting dates 2027-28

Estimate time commitment

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Committee Purpose

Develop and implement a thoughtful attendance boundary and enrollment transition plan that balances student needs, facility capacity, transportation, and long-term sustainability. This workgroup will guide recommendations related to attendance boundaries, grandfathering, enrollment forecasting, and family communication while supporting a transparent process that prepares students and families for a successful transition to Upper Blue Elementary School.

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Membership

- Communications
- Facilities/Planning
- Transportation representative
- Principal from each school

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Workplan Feedback

Share feedback here

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Cadence & Time Commitment

List meeting dates 2027-28

Estimate time commitment

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Wrap-up & Action Items

- Complete any unfinished business by August 6
- Worksession products will be reviewed by cabinet
- Board presentation on transition work scheduled for August 20
- Next meeting is **September 14** - regular virtual meeting cadence **first Monday of the month 4:15-5:15 pm**
- Launch committee application process on August 24

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Communicating About this Meeting

- Agenda topics
- It was a working meeting where we:
  - Reviewed and gave feedback on a staffing guide and committee application process
  - Formed committees and workgroups on specific topic areas - and started to outline the work for the year
- There will be an application process to join committees which will launch on August 24

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Appendix



Committee Purpose

Support staff through the transition process with clarity, care, consistency, and respect. This internal workgroup will help ensure that employees feel informed, valued, supported, and connected throughout the transition process. The workgroup will focus on reducing uncertainty, strengthening communication, supporting employee well-being, and creating structures that help staff successfully transition into the 2027–28 school year.

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Membership

- Human resources representative
- Teacher association representation
- Support staff representation
- Licensed educator representatives
- District communications representative

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Staff Support & Talent Transition

Workgroup & Collaborative Placement Committee

Workplan Feedback

Share feedback here

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Staff Support & Talent Transition

Workgroup & Collaborative Placement Committee

Cadence & Time Commitment

List meeting dates 2027-28

Estimate time commitment

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