



STEAMBOAT SPRINGS SCHOOL DISTRICT RE-2 BOARD OF EDUCATION WORKSHOP AND BUSINESS MEETING

Minutes
June 2, 2025
4:00 PM

Board Members present: Chresta Brinkman, Kevin Callahan, Lara Craig, Leah Helme, and Katy Lee

District Administration present and presenting: Superintendent Dr. Celine Wicks and Director of Finance and Operations Stephanie Juneau

1. Workshop - Call to Order

Katy Lee called the workshop to order at 4:06 pm.

Board of Education Election - November 4, 2025

- Information provided here: How to become a school board candidate; How to prepare to serve on the school board; What are the expectations and responsibilities of a school board member?
- Workshop is being live streamed for future viewing
- Board will have 2 seats available - Katy Lee and Chresta Brinkman - terms will be complete
- CASB School Board Candidate Guide is included in Boardbook for review
- Candidates must reside in the school district and be a registered voter for at least 12 consecutive months prior to the election
- Candidates may not campaign as members of a political party, as school board elections are nonpartisan
- Nomination petitions will be available to pick up at the District Office beginning August 6, 2025
- Petition must be signed by at least 50 registered voters; it is recommended that you obtain at least 75 signatures to allow for signatures that are invalid
- Completed petitions are due to be turned in at the District Office to Deb Ginesta by August 29
- School board candidates must comply with the Colorado Fair Campaign Practices Act (FCPA) and file a candidate affidavit with the Colorado Secretary of State's office within 10 days of becoming a candidate
- Candidates are also required to report contributions and expenditures through the Secretary of State's online TRACER program. These reports are required even if you spend \$0.00 campaigning
- All documents, including your petition documents, are public information, so the phone number and email address that you use will also be public; you may want to have a special email and phone number just for your candidacy
- Board meetings are once or twice a month on Monday, normally starting at 4:30 pm and lasting about 2 hours; workshops can be a part of a business meeting or scheduled separately; Board can call a special meeting when needed
- Board packets are in Boardbook and the link to the packet is shared the Friday before a Monday board meeting; it will take 2-5 hours to review the packet in order to be prepared for the meeting
- Board members participate in other committees and committee work can be about 1-2 hours a week; Coffee with the Board event is once a month, and the CASB annual convention is in December
- Board members receive a weekly update from Dr. Wicks on Friday afternoon
- Expectations for a board member: have an open mind; role is to serve the children and our community; support public schools; have a good understanding of policy governance
- Steamboat Springs Education Association - consult them as a resource; consider contacting them for an endorsement
- Board meetings and members are subject to the Colorado Sunshine Law regarding public meetings; no more than 2 board members can discuss any district subject outside a board meeting; board subcommittees are limited to 2 board members
- Read Governance Process policies regarding board members roles and responsibilities; review the District Strategic Plan
- Board responsibilities include: be strategic visionaries; budget oversight; hire the District superintendent (the only board employee); review District results, and set goals
- You can watch archived board meetings on the District website
- Board members are available by email and phone; reach out to any of the board members to learn more about becoming a board member

2. Workshop Adjourn

The Steamboat Springs School District RE-2 Board of Education workshop adjourned at 4:26 pm



3. Business Meeting - Call to Order

Katy Lee called the business meeting to order at 4:30 pm.

4. Pledge of Allegiance

5. Roll Call

All members present.

6. Approval of Agenda

Chresta Brinkman made a motion and Leah Helme seconded to approve the agenda as presented. The motion passed unanimously.

7. Consent Agenda Items

Background information is provided in Boardbook under item 7.

7.1 Resignations

7.2 Employment

7.3 Renewal of Administrators' Contracts for the 2025-26 School Year

7.4 Renewal of Directors' Contracts for the 2025-26 School Year

7.5 Renewal of Special Service Providers' Contracts for the 2025-26 School Year

7.6 Nonrenewal Classified Staff Resolution 2025-06-01

7.7 Approval of Memorandum of Understanding with South Routt School District for Technology Services for 2025-26

7.8 Acceptance of Education Fund Board Gifts for 2025-26

Kevin Callahan made a motion and Lara Craig seconded to approve consent agenda items 7.1, 7.2, 7.3, 7.4, 7.5, 7.6, 7.7, and 7.8 as presented. The motion passed unanimously.

8. Approval of Minutes- May 19, 2025 Business Meeting

Background information is provided in Boardbook under item 8.

Katy Lee made a motion and Kevin Callahan seconded to approve the minutes for the May 19, 2025 business meeting, as presented. The motion passed unanimously.

9. Reports and Communication

Background information is provided in Boardbook under Item 9.

Chresta Brinkman read the following statement addressed to staff:

Dear Staff,

As we wrap up another incredible school year, the Board of Education would like to extend our heartfelt thanks and appreciation to each of you. Your dedication, hard work, and unwavering commitment to our students and community continue to inspire us.

This year has been filled with growth, support, smiles, meaningful memories, and countless moments of happiness, all made possible by the passion and care you bring to your roles every day. Whether in the classroom, behind the scenes, or supporting our students in countless other ways, your efforts have made a lasting difference.

Thank you for all that you do. We are deeply grateful for your continued excellence and the positive impact you make.

With gratitude,

~The Board of Education

District Wide Celebrations - Superintendent Dr. Celine Wicks

- SSHS Lumies Awards - sponsored by Lyra - SSHS is thrilled to be awarded with a 2025 Lumies Award for thoughtful and inspiring new leadership around green skills in our region and for SSHS's courageous leadership in implementing the Seal of Climate Literacy and supporting some of Colorado's first Seal graduates. SSHS will be recognized at the 2025 Lumies Awards Celebration in Denver on Thursday, June 12th
- YVHS graduated 10 students on May 23, six of whom earned credits from CMC. Three of the six graduated with their career-focused pathway diploma, choosing to take college courses in the outdoors, business, and Spanish. YVHS would like to thank CMC for this great success, and look forward to a growing partnership
- YVHS Senior Raven McLaughlin was selected as this month's Rotary Club Student of the Month. Counselor Carolyn Maul nominated Raven for being a standout individual in the arts, community, and overall character. Raven founded the



yearbook club at YVHS, and took on a leadership role in guiding their peers. Raven's artwork has graced the yearbook cover each year, leaving a lasting legacy. Raven will attend Colorado State University in the fall

- SSMS 8th grade band and choir recently traveled to the Music in the Parks Festival. The 8th grade choir came in 1st place in their division and also won the overall Middle School Choral classification. Congratulations to: Laila Breakstone, Silas Daily, Alora Davis, Lilly Garner, Sophia Garner, Amelia Girard, Lucy Gray, Taylor Jenkins, Charley Konold, Logan McLaughlin, Truman Osias, Samuel Villar, and Mira Welch
- SSMS Civics Bee - Congratulations to Emma Swanson, Violet Bock, and Ellory Dale who competed in the National Civics Bee state competition in Denver on Friday. They were the top qualifiers from the northwest region of Colorado and did an amazing job representing northwest Colorado and SSMS.
- SSMS Perfect Attendance Awards: Zoe Allen, Grayson Davis, Kora Demos, Owen Gallagher, Carlos Hernandez, Lylah Keller, Liam Narvaez Herrera, Bryce Pahula, Yovany Ramon Garcia, Luke Steelman, and Nicholas Tanyuk
- SGS - We are thrilled to celebrate math and science teacher Ben Barbier, who is retiring from SSSD after many years of service. We want to honor the wisdom, wit, humility, and instructional craft he has shared with thousands of learners. Observing his classroom is a masterclass in student-centred, high-level teaching; his integrity and consistency set a benchmark for all of us. Ben, you will be deeply missed and forever celebrated here in Steamboat Springs
- SPE STEM Teacher - It is with great pride that we celebrate esteemed STEM teacher, Shannon Keesee, who was recently honored as the Colorado Department of Education Teacher Tuesday recipient. This prestigious recognition is a testament to her exceptional dedication and impact in the field of STEM education. She has significantly transformed the STEM program through her innovative approach and unwavering commitment. She has cultivated a dynamic learning environment that seamlessly integrates all facets of STEM- science, technology, engineering, and mathematics- fostering creativity and critical thinking among her students
- SPE Daily Building Sub - It is with great appreciation to honor Danny Frank who has been an integral part of the SPE school community for the past three years. His contributions have left an indelible mark, and we extend our heartfelt gratitude for his service and wish him success in his future endeavors
- SPE 4th Grade teacher - It is with gratitude to celebrate Susanna Lewis, an extraordinary educator who joined SPE from Sweden to serve as long-term substitute teacher in 4th grade in the winter of 2023. She has continued as a dedicated teacher, bringing an exceptional level of pedagogical expertise and fostering deep, meaningful connections with her students and their families
- SCE STEM teacher - Scott Furgueson is retiring after 18 years in SSSD. He is hands down a student favorite as kids go out of their way to circle by him to have a Mr. Furgueson spotting. Thank you, Scott, for all you've given SCE and SSSD
- SCE Art Show - A massive shout-out to Christie Stepan and Libby Creamer for co-hosting the Art Show and Book fair. Christie's art show was beautiful, with framed art, ceramics, and posters from all of the SCE students. Libby's book fair was another huge success, bringing a majority of families to Soda Creek to see both displays
- SCE front office staff - We would like to thank the SCE front office staff for keeping all the moving parts moving. The end of the year is, frankly, a chaotic cluster of wrapping things up, getting things ready, sugared up and excited kids, exhausted teachers and staff running on fumes, and administrators who don't know what day it is. Kellen Kurtz, Kira Ripley, and Sarah Floyd somehow, someway, are at the center of all this madness and appear as unfazed and calm as can be. They are appreciated so much and know that SCE is that much better a place due to their presence
- SSSD Educator of the Year - last Thursday, we hosted our End of Year Celebration - a beautiful evening dedicated to honoring our retiring staff and recognizing the educators of the year. Congratulations to Jay Hamric, Principal of Steamboat Springs High School, for being named the District Educator of the Year. Jay has worked tirelessly to improve the climate and culture at SSHS, and under his leadership, we look forward to continued growth and success across all areas of the school

Yampa Valley Housing Authority - Cottonwoods - YVHS Alyssa Cartmill and Araceli Googins

- Presentation is included in Boardbook for review
- The Cottonwoods at Mid Valley is offering stable, affordable housing with more access to safe, lasting homes for local buyers
- The Cottonwoods offers great views, with a central location, heated underground parking while supporting community connection and quality of life
- Affordable, attainable housing for our local workforce and retirees
- There are 86 one-, two-, and three-bedroom condos; each unit features a private balcony, covered parking and dedicated gear storage
- One of the applicants in the household must work or have worked for a Routt County employer
- Applicant income must not exceed 140% of Area Median income (AMI)



- Applicant must intend to live in the unit full time and cannot own another property (home, condo, or mobile home) in Colorado
- The Cottonwoods enables renters to become buyers; income categories are listed on page 51 of Boardbook
- Path to Ownership shown on page 52 - first step is to meet with a lender; structure your budget; get to know the deed restrictions; take a homebuying course; review the lottery guidelines; deed restriction application and qualification
- There will be a lottery for units in the late fall; sign up for the YVHA newsletter and Cottonwoods newsletter to get up to date information
- Katy Lee - How do you apply for the unit that you want or if you are undecided? YVHA - once you are approved, you can apply for the units that you are interested in
- Kevin Callahan - If your job hinges on housing, does that affect your eligibility for the lottery? YVHA - a letter of intent from your employer will qualify you
- Lara Craig - Is there any requirement for working in Steamboat? YVHA - We are trying to determine how it could be a weighted part of the lottery
- Dr. Wicks - Can you still own a unit after you retire? YVHA - You can stay in the unit after you retire as long as you continue to reside in Steamboat
- Cottonwoods has 22 one bedroom, 50 two bedroom, and 14 three bedroom units; We are currently talking to City Council about using STR tax to help bring down the costs of the units for buyers
- Chresta Brinkman - When will people be able to tour the units? YVHA - anticipate they will be ready to tour by early fall

Craig Housing Opportunity - Shannon Scott, Economic Development Manager, City of Craig

- Presentation is included in Boardbook for review
- Listing brokers are: Stacy Mathers, Sari Cobb, and Chuck Cobb - contact information included in the presentation
- Lender Information: Kathryn Pederson, Desiree Hope, and Mary Beth Anders - contact information included in the presentation
- Craig 8th Street Townhomes - 20 units total which include 12 two bedroom units and 8 three bedroom units (6 of the 3 bedroom are still available and all the two bedroom)
- We recently lowered the price; 2 bedroom is \$235,000 and 3 bedroom is \$275,000
- These are AMI restricted units - income must be 80-140% of Craig AMI
- Amenities include covered front porch, fenced backyard, landscaping, 2 covered carports per unit, conduit for EV charger or heater block, fiber optic cable to each unit, energy efficient appliances, near downtown/amenities and schools, low maintenance
- HOA fees are \$175/month for operational costs to include landscaping, electricity to carports, irrigation, snow removal, asphalt repairs and to set up a reserve fund for roof replacement, painting, concrete, and siding repairs
- Incentives available include introductory mortgage rate as low as 4.625% for qualified buyers, HOA fees may be waived for qualified buyers for first six months, down payment assistance
- Dr. Wicks visited the units on Friday - units are beautiful and this could provide a good opportunity for staff
- Katy Lee visited with Dr. Wicks - impressed with the finishes, yard space, and covered parking; very affordable and great opportunity

FY26 Budget - Public Hearing - Director of Finance and Operations Stephanie Juneau

- Revised budget is included in Boardbook for review
- Lara Craig - Does the Activity Fund account balance ever go down to zero? Stephanie - It does not go down to zero; low point is \$400K; it has its own bank account and there are a couple hundred different line items for activities; balance in the account depends on each line item
- Lara Craig - Are we keeping extra funds that students have contributed? Stephanie - funds get spent on the students in the year that they contribute to the fund
- Stephanie - only the General Fund changed from the budget presented to the Board on May 19
- EFB allocation increased by \$57K
- Some Purchased Services expenditures are being delayed to next fiscal year due to delay in being able to purchase items
- Salary increased by the addition of 1 FTE at SCE for a third section of kindergarten
- Ending Fund Balance is still 22%
- This will come back to the Board as an action item for consideration of adoption on June 16th

Lara Craig made a motion and Chresta Brinkman seconded to acknowledge receipt of reports and communications as presented by the superintendent. The motion passed unanimously.



10. Public Comment - 5:15 pm

No public comment on non agenda items.

11. Action Items

11.1 Second Reading and Consideration of Adoption of Revisions to Board Executive Limitations Policies

- Katy Lee asked the Board if they had any changes to any of the policies before a motion was made in order to be able to make the correct motion for this action item
- Policies that are being considered for a second reading and adoption based on the first reading that took place on May 19, 2025 are: EL-1, EL-2, EL-4, EL-9, EL-12, EL-13, EL-1, EL-16 and EL-17
- Lara Craig - changes to EL-9, item #4 change wording to read: Respond meaningfully to concerns raised by students, parents/guardians, and community members and report any serious or repeated concerns and responses to the Board in a timely manner;
- Lara Craig - changes to EL-12, strike through item #3 change wording to read: Permit staff to express grievance; review numbering of sub items before finalizing the changes, and revise wording on item # 8 by adding “in a timely manner” at the end of the sentence instead of referencing “timely” in the middle
- Lara Craig - changes to EL-16: update the first paragraph to read “ to avoid the following: causing or allowing any fiscal condition that is inconsistent with achieving the Board’s Ends; disregarding the Board’s ultimate authority to determine financial matters of the district; placing long-term financial health of the district in jeopardy; or causing a material deviation in spending...
- Stephanie Juneau - EL-15 - recommending further review on this policy and state statutes; this policy will not be consideration for adoption of revisions at this time

Leah Helme made a motion and Kevin Callahan seconded to adopt the revised Executive Limitations policies EL-1, EL-2, EL-4, EL-13, and EL-17 as presented and EL-9, EL-12, and EL-16 as amended.

- Revised versions of the policies are included in Boardbook for review
- Policies were reviewed at a Board workshop on April 8
- Revisions to policies were made based on CASB sample policies
- A first reading and revisions of the policies took place on May 19, 2025

The motion to adopt the revised Executive Limitations policies EL-1, EL-2, EL-4, EL-13, and EL-17 as presented and EL-9, EL-12, and EL-16 as amended, passed unanimously.

11.2 Second Reading and Consideration of Adoption of New Executive Limitations Policy EL-3: Development of Administration Policy

Kevin Callahan made a motion and Leah Helme seconded to adopt the new policy EL-3: Development of Administration Policy, as presented.

- A copy of the draft policy is included in Boardbook for review
- Policy was reviewed at a Board workshop on April 8
- Policy was created based on CASB sample policy
- A first reading of the new policy took place on May 19, 2025
- Board members did not have any additional changes for the policy at this time

The motion to adopt the new policy EL-3: Development of Administration Policy, as presented, passed unanimously.

11.3 Second Reading and Consideration of Adoption of New Executive Limitations Policy EL-5: Commitment to Accomplishment and Accountability

- This item was inadvertently missed when moving through the policy action items
- It will be brought back for a second reading and consideration of adoption at the June 16, 2025 business meeting

11.4 Second Reading and Consideration of Adoption of New Executive Limitations Policy EL-6: Educational Program



Katy Lee made a motion and Kevin Callahan seconded to adopt the new policy EL-6: Educational Program, as presented.

- A copy of the draft policy is included in Boardbook for review
- Policy was reviewed at a Board workshop on April 8
- Policy was created based on CASB sample policy
- A first reading of the new policy took place on May 19, 2025
- Board members did not have any additional changes for the policy at this time

The motion to adopt the new policy EL-6: Educational Program, as presented, passed unanimously.

11.5 Second Reading and Consideration of Adoption of New Executive Limitations Policy EL-7: Instructional Materials Selection and Adoption

Chresta Brinkman made a motion and Lara Craig seconded to adopt the new policy EL-7: Instructional Materials Selection and Adoption, as presented.

- A copy of the draft policy is included in Boardbook for review
- Policy was reviewed at a Board workshop on April 8
- Policy was created based on CASB sample policy
- A first reading of the new policy took place on May 19, 2025
- Board Policy EL-7 was formerly known as Treatment of Students, Parents, and Community and was renumbered to EL-9 under Action Item 11.1
- Board members did not have any additional changes for the policy at this time

The motion to adopt the new policy EL-7: Instructional Materials Selection and Adoption, as presented, passed unanimously.

11.6 Second Reading and Consideration of Adoption of New Executive Limitations Policy EL-10: Student Conduct, Discipline, and Attendance

Leah Helme made a motion and Kevin Callahan seconded to adopt the new policy EL-10: Student Conduct, Discipline, and Attendance, as presented.

- A copy of the draft policy is included in Boardbook for review
- Policy was reviewed at a Board workshop on April 8
- Policy was created based on CASB sample policy
- A first reading of the new policy took place on May 19, 2025
- Board members did not have any additional changes for the policy at this time

The motion to adopt the new policy EL-10: Student Conduct, Discipline, and Attendance, as presented, passed unanimously.

11.7 Second Reading and Consideration of Adoption of New Executive Limitations Policy EL-11: School Safety

Katy Lee made a motion and Chresta Brinkman seconded to adopt the new policy EL-11: School Safety, as presented.

- A copy of the draft policy is included in Boardbook for review
- Policy was reviewed at a Board workshop on April 8
- Policy was created based on CASB sample policy
- A first reading of the new policy took place on May 19, 2025
- Board Policy EL-11 was formerly known as Budgeting and will be renumbered to EL-15 when revisions are complete with EL-15
- Board members did not have any additional changes for the policy at this time

The motion to adopt the new policy EL-11: School Safety, as presented, passed unanimously.

11.8 Second Reading and Consideration of Adoption of New Executive Limitations Policy EL-14: Staff Evaluation

Kevin Callahan made a motion and Katy Lee seconded to adopt the new policy EL-14: Staff Evaluation, as presented.

- A copy of the draft policy is included in Boardbook for review
- Policy was reviewed at a Board workshop on April 8
- Policy was created based on CASB sample policy
- A first reading of the new policy took place on May 19, 2025
- Board members did not have any additional changes for the policy at this time



The motion to adopt the new policy EL-14: Staff Evaluation, as presented, passed unanimously.

12. Board Member Updates/Comments/Debrief

Chresta Brinkman

- Attended SSHS Biotech Fair
- Attended SSMS PIC meeting
- Attended SSMS Band and Choir concert
- Attended YVHS and SSHS Graduations
- Participated in the Employee of the Year interviews
- Attended the SSSD End of Year Celebration

Leah Helme

- Attended the CASB Legislative wrap up
- Attended YVHS and SSHS Graduations
- Attended the SSSD End of Year Celebration
- Attended the ribbon cutting ceremony for the new City hall

Lara Craig

- Attended YVHS and SSHS Graduations
- Attended the GEAC meeting
- Attended the Housing Committee RFP meeting
- Attended Brown Ranch Community meeting

Kevin Callahan

- Attended EFB Meeting - Stephanie Juneau found a few more dollars for us; interviewed community members for board seats; had a discussion about next renewal process
- Attended SGS Field Day event
- Will attend SGS end of year activities

Katy Lee

- Attended graduations
- Attended GEAC meeting
- Attended the Housing Committee RFP meeting

13. Plan for future meetings

- FY26 Budget Adoption - June 16
- End of Year Data Report - June 16
- Exceptional Student Services - Gifted Education Update - June 16
- Board Business Meeting - August 11
- CASB Regional Meeting - August 26
- Colorado School Finance - September 17 in Vail
- CASB Annual Convention - December 11-13

Board Workshops

- Board Retreat - Review District Strategic Plan and Priority Discussion - August 12
- Board Policy Monitoring Workshop - TBD
- Workshops - TBD

Coffee with the Board - Off the Beaten Path Bookstore

- TBD

November 4, 2025 Election Timeline

- Call for Nominations - Petitions available for candidates - August 6
- Petitions Due to DEO - with required signatures and documents - August 29
- Cancellation of Election by SSSD (if applicable) - September 2
- Election Day - November 4
- Oath of Office - between November 5 and December 5
- Board Organizational Meeting - between November 5 and December 11

13. Adjourn

The Steamboat Springs School District RE-2 Board of Education business meeting adjourned at 5:44 pm.

Board of Education Workshop and Business Meeting minutes for June 2, 2025 are submitted by: Deb Ginesta, SSSD Administrative Assistant and Secretary to the Board of Education.

Minutes approved by the Board on June 16, 2025:

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Katy Lee, President