



STEAMBOAT SPRINGS SCHOOL DISTRICT RE-2 BOARD OF EDUCATION RETREAT

Minutes
August 5, 2026
10:00 AM

Board Members present: Kevin Callahan, Lara Craig, Leah Helme, Kim Lemmer, Jane Toothaker

District Administration present: Superintendent Kristin Drury, Director of Communications Laura Milius, and Administrative Assistant Deb Ginesta

1. Retreat - Call to Order

Kevin Callahan called the retreat to order at 10:04 am.

2. Retreat Topics

- **Communication Outreach - Website - Director of Communications Laura Milius**
- **Board Communication Policy - Leah Helme & Kim Lemmer**
- **Coffee with the Board and Office Hours - Kevin Callahan & Lara Craig**
- **Board's End Policies**
- **Superintendent Evaluation Tool - Lara Craig & Jane Toothaker**

Communication Outreach - Website - Director of Communications Laura Milius

- New website launched Fall of 2023
- Community can sign up for the newsletter on the Communication Page of the website
- Working on cleaning up portions of the website - completing a review - don't have a budget to redesign current website
- Hot Button Topics will show on home page as pop-ups
- Laura has plans to have Test Screening by specific invite to get feedback on changes to the website
- Board would like for the Board Meeting Summary documents to be available on the website for review - Laura will start doing this

Board Communication Policy - Leah Helme & Kim Lemmer

- Support documents for discussion are included in Boardbook under Retreat Topics
- Hayden School District Board Communication Plan was used as a template to create a plan for SSSD
- Contact Board at BOE@ssk12.org - Kevin working on getting this button for HTML page; BOE@ email will only include board members and not the superintendent
- One Board member will reply to emails on a monthly basis - Lara will be the responder for the month of August; Kevin will be month of September - the reset will be Leah, Jane, Kim, and then start again with Kevin, Lara, Leah, Jane, and Kim, etc; Board members will respond to emails sent to their individual email but one board member will respond to the boe@ssk12.org emails

Board Committee Assignments - Board reviewed and managed assignments as follows:

- Colorado Association of School Boards (CASB) Delegate - Leah Helme
- District Accountability Committee (DAC) - Jane Toothaker
- Bargaining Team - Kevin Callahan (Jane would like to have calendar invite for viewing the livestream)
- Gifted Education Advisory Committee (GEAC) - Lara Craig
- Special Education Advisory Committee (SEAC) - Leah Helme
- Education Fund Board - Kim Lemmer (replacing Lara)
- Staff Housing Committee - Jane Toothaker and Lara Craig
- Career Technology Engineering Committee (CTE) - Kim Lemmer
- Soda Creek Elementary - Kim Lemmer
- Strawberry Park Elementary - Jane Toothaker
- North Routt Community Charter School - Jane Toothaker
- Steamboat Springs Middle School - Leah Helme
- Sleeping Giant School - Kevin Callahan
- Steamboat Springs High School - Lara Craig
- Yampa Valley High School - Leah Helme

Coffee with the Board and Office Hours - Kevin Callahan & Lara Craig

- Board will continue to discuss ways to be available to the public as well as parents
- Request to add school events to Board calendars



- Board members will discuss events at each school with the principal to see about other opportunities for board to mingle such as Math Night and Science Fair

Housing Update - Superintendent Drury

- Need to evaluate RFP responses
- Jane Toothaker and Lara Craig will be on the Housing Committee
- Ms. Drury may invite another community member

Technology Update - Superintendent Drury

- It is hard to evaluate how much time kids are spending online during the school day
- iReady tabulates minutes for the use of their program, but have you to spend a minimum of 45 minutes a week in order for it to calculate (means most students are using iReady less than 45 minutes a week)
- District has moved all the smartboards out of the preschool rooms
- District is focusing on limiting technology use by students in K-4
- 4th and 5th grade students will take home tech only when needed (reviewing this)
- Principals are assessing essential computer programs before school starts and reviewing license costs of software programs

Superintendent Evaluation Tool

- Supporting documents are included in Boardbook for review
- Leah Helme tracked the changes requested by the Board during the discussion
- Revised document will be reviewed by the Board at a later date

Plan for Future Meetings - request for reports and changes

- September 14 Business Meeting - Survey update - Kristin to report out regarding District surveys used
- September 28 - business meeting will now be a work session - start time will be 4:30
- Board would like the second meeting of each month to be a work session- when there are 2 meetings
- Calendar invites will be updated
- Work Session will be added to the August 24 Board meeting to discuss the Superintendent Evaluation policy and goal setting
- Board requested another work session on August 11 at 3 pm to work on the Board's Ends Policies

3. Workshop Adjourn

The Steamboat Springs School District RE-2 Board of Education retreat adjourned at 3:00 pm.

Board of Education Retreat minutes for August 5, 2026 are submitted by: Deb Ginesta, SSSD Administrative Assistant and Secretary to the Board of Education.

Minutes approved by the Board on August 24, 2026:

Kevin Callahan, President