



# STEAMBOAT SPRINGS SCHOOL DISTRICT RE-2 BOARD OF EDUCATION SPECIAL MEETING

Minutes  
March 30, 2026  
4:00 PM

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

**District Administration present:** Administrative Assistant Deb Ginesta

## **1. Special Meeting - Call to Order**

Kevin Callahan called the special meeting to order at 4:03 pm.

All Board members present.

## **2. Approval of Agenda**

*Jane Toothaker made a motion and Lara Craig seconded to approve the agenda as presented. The motion passed unanimously.*

## **3. Potential Executive Session**

*Kevin Callahan made a motion and Kim Lemmer seconded the motion that the Board of Education move into executive session pursuant to CRS 24-6-402(4)(c) and (g) with McPherson & Jacobson, LLC representatives Dr. Randy Zila and Dr. Christy Sinner to discuss confidential documents submitted by applicants, which documents are protected by the mandatory disclosure provisions of CRS 24-72-204 (3)(e)(a)(XI)(A) and pursuant to CRS 24-6-402(4)(i)(III) for the purpose of instructing McPherson & Jacobson, LLC representatives Dr. Randy Zila and Dr. Christy Sinner to begin contract negotiations with one or more candidates as part of the process of prioritizing one or more finalists, for the purposes of negotiation, after public forums have been completed.*

Executive session motion was at 4:04 pm. The Executive Session was attended by Kevin Callahan, Lara Craig, Leah Helme, Kim Lemmer, Jane Toothaker, and McPherson & Jacobson, LLC representatives Dr. Randy Zila and Dr. Christy Sinner. The Executive Session convened at 4:07 pm. The executive session was recorded as required by state statute. The Board met in executive session pursuant to CRS 24-6-402(4)(c) and (g) with McPherson & Jacobson, LLC representatives Dr. Randy Zila and Dr. Christy Sinner for the purpose of discussing confidential documents submitted by applicants which documents are protected by the mandatory provisions of CRS 24-72-204 (3)(e)(a)(XI)(A) and pursuant to CRS 24-6-402(4)(i)(III) for the purpose of instructing personnel and representatives to begin contract negotiations with one or more candidates and the necessary process to prioritize, for the purposes of negotiation, one or more finalists and pursuant to CRS 24-6-402(4)(g) for the consideration of documents protected by the mandatory nondisclosure provisions of the "Colorado Open Records Act," specifically sections C.R.S. 24-72-204(3)(a)(I), (II), and (III) for 1 hour and 47 minutes.

The Executive session concluded at 5:54 pm with no action taken.

- Kevin Callahan - The Board met in Executive Session with Dr. Randy Zila and Dr. Christy Sinner, representatives for McPherson & Jacobson, LLC to review the applications for the superintendent vacancy. The Executive Session concluded at 5:54 pm with no action taken.

## **4. Reconvene Special Meeting**

The Board reconvened the special meeting at 6:03 pm.

## **5. Action Item**

Background information is provided in Boardbook under item 5.

### **5.1 Determination of Finalists for the Position of Superintendent and Invite Finalists to Interviews**

- Purpose of this action item is to determine the finalists for the position of superintendent to be interviewed for the superintendent vacancy
- Kevin Callahan - The Board met in Executive Session with Dr. Randy Zila and Dr. Christy Sinner, representatives for McPherson & Jacobson, LLC to review the applications for the superintendent vacancy. At this time, I will make a motion to determine the names of the individuals that will be invited to be interviewed for the superintendent position and they will be listed in alphabetical order.



*Kevin Callahan made a motion and Jane Toothaker seconded that the Board of Education hereby determines and names the following individuals as finalists in alphabetical order: Drew Adams, Kristin Drury, Scott Springston, and John (Shawn) Stover III for the position of superintendent of schools and invites these finalists to public interviews on April 14th. The motion passed unanimously.*

#### **6. Board Training for the Interviews with Superintendent Finalists - led by McPherson & Jacobson, LLC Representatives Dr. Randy Zila and Dr. Christy Sinner**

Background information is provided in Boardbook under Item 6.

- April 13, 5 pm, Public Forum at Sleeping Giant School for finalists
- Randy and Christy will moderate and ask the questions; questions will be in categories and each finalist will be asked a question in each category such as: student achievement, communication, finance, relationships, etc
- 5:45 pm - Forum will be complete and finalists will be available to the community in attendance for a meet and greet until approximately 7:15 pm
- Board should play an observant role during this event and listen to the conversations around the room
- Feedback cards will be available for people to fill out and turn in at the end of the meet and greet event
- Following the event at SGS, the Board will have dinner with the finalists and Dr. Zila and Dr. Sinner; Lara Craig will work on reservations for time and place
- April 14 - interviews at the District Office - arrive by 7:30 - breakfast items for interview committee members
- There will be 3 community interview teams made up of staff, administrators, community, and students; 55 people applied to be on the interview committee and 24 were randomly selected and this includes 4 high school students
- Interviews will be part of a Board special meeting which will start at approximately 7:50 am on April 14
- Board interviews are public and will be held in the downstairs conference room at the District Office
- Committees will be in 3 different meeting rooms in the District Office building; committee interviews are not public
- Once all the finalists have been interviewed by all the groups including the Board, the facilitator from each committee will provide feedback to the Board on the finalists strengths and weaknesses
- McPherson will provide the interview schedule for the committees and finalists
- Katie Jacobs will schedule tours of the buildings for each finalist on Monday, April 13th in the morning
- Randy will work with Katie and Deb to arrange the tours; would recommend that each school have a student ambassador to walk around the building with the finalists and then the principal and student should provide feedback about their experience
- Randy and Christy are working on the questions for the Board interviews and the committee interviews
- Board will have about 22 questions and will have 1.5 hours with each finalist; committees will have 60 minutes with each finalist and then 30 minutes to debrief; Board will not debrief until they have interviewed all finalists and then they will do it in executive session
- McPherson will lead a training session with the interview committees on March 31 from 5 to 7 pm at the District Office
- It's important to remember that interview teams cannot ask any personal questions; each candidate must be asked all the same questions; clarifying questions are permitted once all the original questions have been asked
- Finalists' redacted applications with a bio and picture will be published on March 31 on the District website

#### **7. Discussion of Interviews and Events Related to Filling the Superintendent Vacancy**

Background information is provided in Boardbook under Item 7.

- Board will pay for finalists mileage travel, airline tickets (significant other included), fuel, lodging, and a per diem for food starting Sunday, April 12; reimbursements will be based on federal rates
- Lodging will be provided at the Holiday Inn for Sunday, Monday, and Tuesday nights
- Kevin Callahan will represent the Board in contract negotiations
- Board's salary range per the application is \$230-260,000; Board can go outside the range if desired
- Kevin will use the current superintendent contract for other considerations for benefits, etc
- Board wants to livestream the interviews - Deb will work with Tim Miles to see if this is possible
- Deb requested help from the Board with food and beverages for the Meet and Greet and breakfast for the interview teams
- Board will need to plan another special meeting for the morning of April 15 at 7:30 am in case they are not able to make a decision at the end of the interviews on April 14
- If the Board does make a decision on April 14, then the special meeting for April 15 will be cancelled

#### **8. Adjourn Special Meeting**

The Steamboat Springs School District RE-2 Board of Education special meeting adjourned at 7:14 pm.

Board of Education Special Meeting minutes for March 30, 2026 are submitted by: Deb Ginesta, SSSD Administrative Assistant and Secretary to the Board of Education.

Minutes approved by the Board on April 6, 2026.

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Kevin Callahan, President