

**LIBERTY COMMON SCHOOL
BOARD OF DIRECTORS MEETING
BUSINESS MEETING MINUTES**

December 20, 2018

Teacher's Lounge, Liberty Common School
1725 Sharp Point Dr. Fort Collins, CO

BOD: Paulette Hansen, Kelly Notarfrancesco, Brad Kreikemeier, Aislinn Kottwitz, Joel Goeltl, Patrick Albright, Tricia Diehl

Staff: Bob Schaffer, Torgun Lovely, Casey Churchill, Robert Robinson, Kathleen Kearney, Sandy Stoltzfus, Katrina Brossia, Brett Harkey, Bev Hanawalt, Bill Kranz, Jenny Cardenas, Dan Knab, Stanton Skerjanec, Jason Mayer, Zach Stone, Zach Bissell, Jim Anderson, RK Hancock

Community: Michael Yeh, Taylor Reinke

CALL TO ORDER 6:01

- Approve agenda – No objections.

STAFF AND COMMUNITY COMMENT

- Michael Yeh and Taylor Reinke: Liberty Common High School Captains. Thank you for our morality talks. Thankful we can do that at our school. House Leadership retreat will be MLK weekend at YMCA in Estes Park. The retreat is for the leaders to get to know each other, but also where we brainstorm ideas for events and fundraising. Two weeks after we have another conversation to solidify those discussions.

ROUTINE BUSINESS

- Approve minutes – November 29, 2018 Regular Meeting Minutes moved acceptance as amended by Ms. Notarfrancesco. Mr. Goeltl seconded. Passed Unanimously.

ADMINISTRATION AND DEPARTMENT REPORTS

- Headmaster Report – Mr. Schaffer
 - Brief update of Governor-elect Polis Education Transition Team. Optimistic about Governor-elect Polis perspective on charter schools.
 - Enrollment Questions from Mr. Goeltl about the budget student count.
 - Student data privacy investigation, especially as it relates to our vendors. Virtually impossible to identify students, but there is still a possibility. Working on completing our relationship with a specific vendor and is almost final.
 - EECA 12.0 – policy update. Purpose is to be compliant with the law. Implementation will begin immediately.
 - Core Knowledge Foundation would like to pilot their new approach to classifying schools as we are a “School of Distinction”. This is at no cost and will benefit us in renewing our classification.
 - Restructuring Business Office duties and realignment by Ms. Brossia.
 - Mr. Lovely had some discussion about potential proposal from Building Corp for High School addition.
 - Mr. Knab had successful discipline intervention. Mr. Lovely expressed appreciation of having former police officer on parking duty with keen eye for discernment and ability to intervene appropriately.
- History/Economics Department Report
 - Mr. Mayer taken over as Department head from Dr. Robinson.
 - Ms. Cardenas spoke to economic adjustments to curriculum and redistribution throughout the year and 6th grade.

- Adjustments being made in curriculum in 8th sequencing and sequencing of classes in High School to ensure appropriate background knowledge for overall success.
- Athletic Director Report by Mr. Knab
 - We have spectacular new coaches that include alumni.
 - Mr. Knab publicly recognized Coach Zack Bissell for his incredible leadership and cultural building with the Liberty baseball team. He is the epitome of dedication and the face of what coaching should be. Him and his team are at so many events and are the first to clean up after events and be at workouts early in the morning. He encourages team members to participate in other opportunities.
 - Looking into potential field use in other places.
 - Looking into addition of other sports.

NEW BUSINESS

- AP Government Textbook, *AMSCO AP US Government and Politics*, Discussion and Vote –
 - Ms. Notarfrancesco moved for acceptance of new textbook as approved by the AAC, *AMSCO AP US Government and Politics*. Mr. Goeltl seconded. Passed unanimously.
- Parent Survey Questions – Ms. Diehl
 - Ms. Notarfrancesco and Ms. Diehl had been reviewing and adjusting. She has submitted revisions for input prior to Jan. 20th.
 - Ms. Hansen requested discussion regarding overall intent. Mr. Schaeffer discussed original intent and sustaining as is.

UNFINISHED BUSINESS

- Academic Advisory Committee Policy – Vote – Ms. Notarfrancesco
 - Ms. Notarfrancesco moved to accept the policy as presented at previous committee with no revisions. Ms. Kottwitz seconded. Passed unanimously.
- 2018-2019 Revised Budget - Vote – Mr. Kreikemeier
 - Mr. Kreikemeier reviewed the overall revised budget and major areas of focus and reasons for these differences.
 - Mr. Kreikemeier moved to approve the 2018-2019 Revised Budget. Mr. Goeltl seconded. Passed Unanimously.

SUB-COMMITTEE REPORTS

- Financial Advisory Committee – Mr. Kreikemeier
 - Discussed resolution and clarification of purpose of resolution and legal requirements.
 - There was a grant received from PSD numerous years ago that had yet to be collected. This has been received but has specific parameters on how it may be used.
 - We are on target for cash on hand and unrestricted reserves.
 - Working on formalizing controls alongside restructuring/realignment in business office.
- Academic Advisory Committee – Ms. Notarfrancesco
 - Numerous policy updates that are clarifying. Ms. Notarfrancesco will bring them forward in one large chunk at one time.
- Parent Education – Mrs. Diehl

- Junto is coming. Please support as a board and bring friends and family. This is for outside the community also.
- Governance – Ms. Notarfrancesco
 - January planning session ideas
 - Have presentation from each committee?
 - What has been done? 3 main points? What is plan for second month of the year?
 - Headmaster can present as well.
 - Key performance indicators to see if we are achieving our mission.
 - Ms. Hansen would like a discussion at some point about expansion in all facets.
- Charter Renewal Committee – Mr. Goetl
 - We have heard back from PSD. They will discuss at work session on Jan 22nd. Todd Lambert attached a note saying PSD's only concern was length of charter. Nothing unexpected.
- Building Corporation Liaison – Ms. Diehl
 - Aside from plans, looking into other options.
- Development/Fundraising – Ms. Kottwitz
 - Please see minutes.
 - Responsibility of the board to get volunteers and drive the fundraising.
 - Reviewed fundraising to date, letter campaign and future fundraising plans by Mr. Harkey.
- Political – Mr. Albright
 - Mr. Goetl volunteered to assist Mr. Albright.

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER – to be written by Ms. Kottwitz

January 8th is due

- **Baseball recognition. Dan will send me the notes. Community**
- **Thank community for letter campaign**

EXECUTIVE SESSION -

- Pending legal matters per CRS 24-6-402(4)(b)
 - Moved by Ms. Hansen. Seconded by Mr. Kreikemeier. Passed unanimously.

ADJOURN @ 9:13pm