

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

January 30, 2020

Liberty Common High School

2745 Minnesota Drive Dr. Fort Collins, CO

**ATTENDANCE**

- BOD:
  - Kelly Notarfrancesco, Chair
  - Tricia Diehl, Vice-Chair
  - Brad Kreikemeier, Treasurer
  - Elizabeth Barber, Secretary
  - Aislinn Kottwitz
  - Ben Friesen
  - Charles Grant
- Administration:
  - Bob Schaffer
  - Sarah Hunt
  - Torgun Lovely
  - Kathleen Kearney
  - Robert Robinson
  - Dan Knab
  - Casey Churchill
  - Sandy Stoltzfus
  - Katrina Brossia
  - Bev Hanawalt
  - Bill Kranz
  - Brett Harkey
- Guests: Paulette Hansen, Izzy Knowles, Maisie Knowles, Nicholas Rodon, Ivan Rodon, Norma Arroyo, Maily Cappuccio, Ernesto Salabarría, and Foreign Language Department faculty: Paulina Deitrick, Leslie Fowler, Barbara Werner, Jean Bradley, and Cassie Auble

**CALL TO ORDER**

- The meeting was called to order by Ms. Notarfrancesco at 6:02 p.m.
- Ms. Kottwitz moved *to amend the agenda to add ECEA 12.00 First Reading* with a second by Mr. Friesen.
- None opposed; agenda approved as amended.

**STAFF AND COMMUNITY COMMENT**

- Ms. Hansen would love to see more parent communication from the board to the rest of the board.
- Ms. Hansen thanked board and administration for hard work and service to the community.

**STUDENT RECOGNITION**

- Spelling Bee Champion – Congrats to Izzy Knowles, 6<sup>th</sup> grade winner of the LCS Spelling Bee who will represent Liberty on Feb. 3<sup>rd</sup> at the District Bee.
- Geography Bee Champion – Congrats to Nicholas Rodon, 7<sup>th</sup> Grade Geography Bee champ who hopes to represent Liberty at the State Geography Bee.

**ROUTINE BUSINESS**

- The minutes of December 19, 2019 are approved with no corrections.

**ADMINISTRATION AND DEPARTMENT REPORTS**

- Headmaster Report – Mr. Schaffer

- PSD Superintendent Dr. Sandra Smyser, US Representative Ken Buck, and US Secretary of Education Betsy DeVos visited today with minimal distraction and wonderful interaction with students and promotion of school choice.
- ECEA 12.00 policy updates have been recommended to BOD.
- CKCS Foundation renewal efforts
- Ms. Brossia reported delay of Fund 11 financials for November, December and January due to new payroll system. Ms. Notarfrancesco requested estimation of completion dates. Mr. Kreikemeier will follow up and report back to board.
- Three seats available on CLCS Board with four candidates including Casey Churchill. One additional seat will be appointed to someone not necessarily affiliated with a charter school—possible candidate Barry Arrington.
- Mr. Churchill attended Leader Summit at Wells Fargo Center in Denver at which the CLCS rollout of communication to state was weak and did not include verbiage regarding parental choice or freedom.
- Mr. Churchill and Mr. Lovely to present on Core Knowledge and classical education at CLCS Conference on Wednesday—chance to demonstrate leadership within the state—followed by a lunch of classical leaders organized by Mr. Lovely.
- When CDE is required to file a report, they demand reports from the school via the data pipeline, but CDE is unable to clarify on whose authority these reports are demanded. Inundation of these supposedly mandated federal, state, and/or district forms are burdensome to Liberty administration. Mr. Schaffer has insisted on clarification of authority due to time demands of excessive reporting.
- Rollout of new payroll system has been a challenge but efforts have been made to keep smoothing out bumps for staff. Continued bumps expected through the end of the school year due to enormity of task.
- Possible adjustments to be made to employee handbook to ensure payroll/PTO consistency among all employees.
- Congrats to LCS 4<sup>th</sup> grade teacher Jeff Siener, awarded CLCS Teacher of the Month.
- Meaningful Legion of XIII ceremony held on January 10<sup>th</sup>.
- Senior Speakout—best yet! Watch video online.
- LCS Crosswalk Safety for students biking to school – City enthusiastically determined proper placement of crosswalk to be added on South side of facility near March Ct., but it is unclear if City will provide the necessary funds.
- All administration and board members are invited to convene with classical leaders across the state for discussion of a potential Colorado association of classical schools on Friday, January 31, 2020, 4pm at Golden View High School in Golden, CO. Goals of these classical leaders vary and include Mr. Lovely's desire for a two-day classical school symposium in Colorado, mentoring, and possible formation of new classical charter school league for political advocacy in Colorado.
- Rollout of beautiful, new Liberty K-12 logo to be used for all-school communications.
- House Retreat over MLK, Jr. weekend created actionable plans with follow-up to come. Development of leadership abilities is evident through giving House leaders student life responsibilities. Administrative retreat also successful with report to follow.
- Julie Russell reports a successful start to Kindergarten registration following new configuration of full-time and half-time classes.
- Foreign Language Department Report
  - Ms. Deitrick reports a strong foreign language department.
  - Improvements to Latin at the elementary school
  - Foreign Language Week – Another huge success this year with Classics Day on

Wednesday, French Day on Thursday, and Spanish Day on Friday. Possible collaboration with elementary school next year.

- Positive impacts to enrollment in French I and Latin III last year.
- Many students choose to study abroad demonstrating enthusiasm for foreign language.
- Textbooks are aging.
- Greek not currently offered due to low enrollment, but Ms. Fowler is hopeful for the future of Greek at Liberty.
- Foreign Language Department works effectively together.
- Exchange students at Liberty support foreign language development.

### **UNFINISHED BUSINESS**

- Liberty Common School 2020/2021 School Calendar – Vote
  - Ms. Notarfrancesco moved *to approve the 2020-2021 calendar with break dates as listed* with a second by Ms. Kottwitz.
  - All in favor; motion is adopted.

### **NEW BUSINESS**

- Fund Transfer from Fund 11
  - Mr. Kreikemeier moved *to approve transfer of \$1,000,000 from the Independent Bank operating account to ColoTrust interest bearing account* with a second by Ms. Kottwitz.
  - Mr. Kreikemeier explained that interest earned on this amount would exceed \$30,000 yearly.
  - All in favor; motion is adopted.
- Finalize Parent Survey Questions
  - Ms. Diehl absent. Questions expected to remain similar to last year.
- Adopt Designated Public Place for Notice of Open Meetings
  - Ms. Barber moved *to adopt the bulletin board outside the LCS front office at 1725 Sharp Point Drive, Fort Collins, CO; the bulletin board outside the LCHS front office at 2745 Minnesota Drive, Fort Collins, CO; and the Liberty website at LibertyCommon.org as the designated places for posting public notice of open meetings for 2020* with a second by Mr. Grant.
  - Explanation of legal obligation by Ms. Barber
  - All in favor; motion is adopted.
- LCS Policies Manual 7.7 *Kindergarten Philosophy* – First Reading
  - On behalf of the AAC, Ms. Barber explained the recommended addition of 7.7 *Kindergarten Philosophy* to the *LCS Policies Manual*.
  - Vote in regular February BOD meeting.
- LCS Policies Manual 7.11 *Mathematics Policy* – First Reading
  - On behalf of the AAC, Ms. Barber explained the recommended amendment to 7.11 *Mathematics Policy* of the *LCS Policies Manual*.
  - Vote in regular February BOD meeting.
- ECEA 12.00
  - Liberty is obligated to identify and properly serve students eligible for ECEA 12.00.
  - Portions of policy approved last year were confusing, so changes have been proposed.
  - Ms. Stotzfus will submit changes to policy in red for BOD review.
  - Vote in regular February BOD meeting.

### **SUB-COMMITTEE REPORTS**

- Academic Advisory Committee – Ms. Barber

- Financial Advisory Committee – Mr. Kreikemeier
  - Todd Arndorfer welcomed as newest FAC member
  - Reviewed policies, first readings expected at February BOD meeting
  - Challenges due to new payroll system
- Development Committee – Mr. Harkey for Ms. Kottwitz
  - Improved membership and participation
  - Successful year-end campaign
  - Teacher Treasures – high teacher involvement, will culminate at Winter Carnival
  - Sunset Soiree tickets—on sale now! Please purchase tickets, attend, and volunteer. Pass along names of possible businesses to sponsor event to Mr. Harkey. Thanks to Katie Walters, Denise Benz, and Raven Banning for fantastic volunteer planning efforts.
  - Many first time donors due to implementation of Community Funded
  - Upcoming alumni class giving challenge via Community Funded
  - Exploration of ideas for possible casual fall fundraising event
- Political Committee – No update
- Student Data Privacy Committee – Ms. Notarfrancesco
  - Contract Addendum – 22 of 25 now signed
  - Alternatives to Google continue to be explored, but this is challenging
- Parent Education Committee – Ms. Diehl absent
- Governance Committee – Ms. Notarfrancesco
  - Thanks for successful Strategic Planning Meeting last weekend!
  - June Strategic Planning Meeting – need feedback on possible dates of May 30th or June 6th
  - Leadership pipeline
  - BOD Elections – Mr. Grant to oversee, will notify community by Feb. 17th
  - Board Meeting Effectiveness Survey distributed
- Soccer Committee – No update
- Building Corporation Liaison – Ms. Diehl absent

**TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER** – Ms. Notarfrancesco

- Parent Survey
- Sunset Soiree
- Board Elections
- Strategic Plan Update

**ADJOURN** – The meeting adjourned at 7:59 p.m.

**Discussion/Training** – Mr. Schaffer led an informational session on Charter School Politics as shared at the November 2019 JUNTO.