

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

April 30, 2020

Join Zoom Meeting:

By Computer: <https://libertycommon.zoom.us/j/94124864558>

By Phone: Call +1 346 248 7799, enter Meeting ID: 941 2486 4558

ATTENDANCE

- BOD:
 - Kelly Notarfrancesco, Chair
 - Tricia Diehl, Vice-Chair
 - Brad Kreikemeier, Treasurer
 - Elizabeth Barber, Secretary
(arrived 7:30pm)
 - Ben Friesen
 - Aislinn Kottwitz
 - 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
 - Rick Wrona

Guests: Ann and Corey Cinabro, Todd Arndorfer

CALL TO ORDER

- The meeting was called to order by Ms. Notarfrancesco at 6:02pm.
- Approve Agenda – Changes proposed
 - Approval to add Rick Wrona to the bank account
 - Delete the Building Corp. rental agreement item
- Ms. Kottwitz moved to approve the amended agenda with a second by Mr. Friesen.
- Approved.

STAFF AND COMMUNITY COMMENT

- Ann and Corey Cinabro – Spoke regarding their requests of the school event that occurred last year involving their son.

ROUTINE BUSINESS

- Approve Minutes – April 26, 2020
 - The minutes of the March 26, 2020 are approved with no corrections.

ADMINISTRATION AND DEPARTMENT REPORTS

- Headmaster Report – Mr. Schaffer
 - Early Closing – LCS: May 8, 2020, LCHS: May 15, 2020
 - Graduation – Outdoor event at LCS Everett Field, students and parents only on May 22nd
 - Chief Operating Officer – Hired: Rick Wrona

- Aerarium Office Space – Move scheduled for May
- New Hires
 - David Kleen, LCHS math and engineering
 - Franklin Russel, LCHS physical education
 - Some new coaches hired by Mr. Knab
 - Some TA positions still available at elementary
- Mr. Rappenecker will retire at the end of this school year.
- Operations – HR and ADP progress being made
- Online Learning – Evaluation of what can be taken away from this to use regularly and what would be changed if done again. Also: what worked with other schools and charter schools. Any lessons learned that are helpful moving forward?
- AST Impact – Shift to online learning presented real challenges for some AST students; others did well. All the AST staff has been heroic in efforts to help these students.
- Computer and Technology Report – Mr. Kranz, Terra Drobny and David Love
 - Computer Essentials was offered for 7th graders for the first time during the 2019 summer session. This proved helpful. It frees up schedules to give enrolled students a head start.
 - Elementary school – Mrs. Gowing continues to work with students on introduction to computers during library time.
 - Great improvement to have purchased new computers this year—enhanced security.
 - One more person in this department would be helpful long-term.
 - BOD expressed gratitude for the hard work of this department during the transition to distance learning. This department is always essential but particularly heroic with families and staff in providing online learning support.

UNFINISHED BUSINESS

- Board Election Update – Mr. Grant
 - Tricia Diehl and Todd Arndorfer were each elected for a three-year term on the BOD.
 - This will be ratified at the May 2020 meeting.

NEW BUSINESS

- Parent Survey Results – Ms. Diehl
- Review 2020/2021 Board Calendar – Ms. Notarfrancesco
 - Vote on this in May – Small changes proposed
- Review Plans for “Pay for Performance” – Mr. Kreikemeier
 - Watching funding carefully due to current economic situation. Similar bonus projection this year. Next year, lucky to hold salaries flat.
 - -5% to -10% is projected for reduced District and State funding. The numbers will arrive late and will really push timing to set budget.
- Building Corporation Property Lease – Ms. Diehl
 - Mr. Kreikemeier moved to direct the Building Corp to sublease the space at 2114 Midpoint Drive for two years with an option for a third year with a second by Ms. Kottwitz.

- Approved.
- Building Corporation Rent Schedule Change – Ms. Diehl
 - Mr. Grant moved to change the rental amount allocated to Building Corp to include the new office lease and rent to cover depreciation with a second by Ms. Kottwitz.
 - Amounts to be included in the June 2020 budget approval.
 - Approved.
- Approve Rick Wrona
 - Mr. Kreikmeier moved to approve Rick Wrona as a signer on the Liberty bank accounts. Mr. Grant seconded.
 - Approved.

SUBCOMMITTEE REPORTS

- Financial Advisory Committee – Mr. Kreikemeier
 - Anticipating a reduction in funding from District and State.
 - Soccer Field – \$72,000 bid to fix the field. Original appropriation was \$50,000. Compromise of \$7,200 to remove rock and metal edging, replace with sod.
 - HVAC projects at both schools are on hold.
 - PPP – Unlikely to qualify, but approximately \$1,500,000 if hurdle of classification can be overcome.
 - Current KPI – Review
 - Income is higher than budgeted, expenses are lower due to partially unoccupied buildings
- Academic Advisory Committee – Ms. Barber
 - No meeting, no report
- Development Committee – Ms. Kottwitz
 - Funding raising update – Projecting a slump and then a surge in fundraising nationwide. Focus on long-term relationships and donor care. Online campaign is the replacement of the Sunset Soiree. Considering another fall event, if possible.
 - Alumni funding challenge – Moved to fall
 - Focus on grant writing and building major donor relationships
 - On track to have best fundraising year yet even with pandemic setbacks
 - Communication plan in development
- Political Committee – Mr. Friesen
 - Review of current bills on Statewide level that may threaten charter schools
 - Colorado League of Charter Schools – Review (including leadership)
 - Still in planning process of developing a league focused on classical schools
 - Continued nationwide attack on charter schools to try to reduce or eliminate charter schools and school of choice.
- Expansion Committee – TBD
- Student Data Privacy Committee – Ms. Notarfrancesco
 - Online learning has been first priority
 - Zoom – Working through agreement with them and Liberty addendum
 - Will begin to formalize policies as time allows
- Parent Education Committee – Ms. Diehl

- Philosophy night cancelled and will reschedule hopefully this summer.
- FAQ development last few questions developing and reviewing online.
- Governance Committee – Ms. Notarfrancesco
- Building Corporation Liaison – Ms. Diehl
 - Deck surveying should be completed in the next two months.

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER – None

EXECUTIVE SESSION

- Personnel matters per C.R.S. § 24-6-402(4)(f)(I & II)
- Ms. Notarfrancesco moved to go into executive session at 8:43pm, and it was seconded by Ms. Kottwitz. Approved.

ADJOURN

10:50pm