

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

December 17, 2020

Liberty Common High School

2745 Minnesota Drive Dr. Fort Collins, CO

**ATTENDANCE**

- BOD:
  - Kelly Notarfrancesco, Chair
  - Tricia Diehl, Vice-Chair
  - Charles Grant, Treasurer
  - Elizabeth Barber, Secretary
  - Ben Friesen
  - Aislinn Kottwitz (late)
  - Todd Arndorfer
  - Bob Schaffer
  - Sarah Hunt
  - Torgun Lovely
  - Kathleen Kearney
  - Robert Robinson
  - Casey Churchill
  - Sandy Stoltzfus
  - Bev Hanawalt
  - Bill Kranz
  - Brett Harkey
  - Rick Wrona
  - Brode McDonald
- Administration:
- Guests: Sarah Siegrist (Abacus): History Department: Jason Mayer, Stanton Skerjanec, Jennifer Cardenas, Steve Ronen; Sports Coaches: Dave Giusti, Jake Guzman, Kevin Faw, Rob Huey, Michael Suk, Rory Schulte, Amber Burke, Nichole Camp, Lynette Kreueger, Brian Kreuger; Student Leaders: Liam O'Malley, Parker Stern.

**CALL TO ORDER**

- The meeting was called to order by Ms. Notarfrancesco at 6:03 pm.
- Mr. Grant requested an addition to the agenda of a First Reading of Bylaws Amendment.
- None opposed; agenda is approved as modified.

**STAFF AND COMMUNITY COMMENT**

- LCHS School Captains, Liam O'Malley and Parker Stern, expressed appreciation for in-person school to parent volunteers.
- First-year parent/athletic coach expressed deep appreciation for in-person school.
- Coaches expressed appreciation for in-person athletics that benefit health and wellness of students.

**ROUTINE BUSINESS**

- Approve Minutes – November 19, 2020

**AND DEPARTMENT REPORTS**

- History/Economics Department Report
  - Mr. Mayer reported on behalf on the History Department. Topics included:
    - Program continuity
    - Wisdom, beauty, and truth found in past
    - Develop the capacity to think like historians
    - Aptitudes for college readiness
    - History as a coherent story
    - LCHS instructors host content lectures for elementary
    - Common strategies to extract meaning from primary sources

- New history electives for 2021-22
    - Successful interdisciplinary lesson earned “School of Excellence” distinction from the National Core Knowledge foundation (Mr. Ketcham and Mr. Hultin on *To Kill a Mockingbird*)
    - Attendance at National Classical Symposium reinforced importance of teaching history as a narrative
    - AP Exam rates ~80% pass vs 50% nationally
    - Refining curriculum
    - Some instructional materials deteriorating
    - National History Day and Geography Bee winners
  - Jennifer Cardenas reported on behalf of Economics. Topics included:
    - AmeriTown field trips postponed twice
    - Students demonstrated understanding of tradeoffs during study of Robert Frost’s *The Road Not Taken*
  - Steve Ronen reported on behalf of elementary history.
    - Teacher anecdotes
    - New Core Knowledge History readers are good and appreciated
    - Program continuity expressed in student understanding of history as a narrative
  - All questions were answered.
- Athletic Department Report
  - Brode McDonald introduced coaches and reported on behalf of the athletic department.
    - Classically-oriented approach
      - Character development
      - Health and well-being
    - XC Coach Schulte named conference Coach of the Year after highest ever state placings by the boys and girls teams
    - Accountability in coaching development
    - Facility needs
    - Financial sustainability
      - Reduce reliance on General Fund
      - Fully utilize Community Funded
    - Temporary assistant athletic director needed for spring sports due to condensed schedule
    - CHSAA
  - All questions were answered.

### **UNFINISHED BUSINESS**

- 2020/2021 Amended Budget Review –Vote—Mr. Grant
  - Mr. Grant moved *to approve the FY 2020-2021 Amended Budget as presented* with a second by Ms. Kottwitz.

Be it resolved by the board of education of Liberty Common School that the amounts show in the following schedule be appropriated to each fund as specified in the “Amended Budget” for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

#### Expenditures:

General fund – Charter School Fund 11	12,313,706
---------------------------------------	------------

#### Transfers of Funds:

Charter School Fund 11	(50,000)
------------------------	----------

Special Revenue – Student Athletics Fund 23	50,000
Charter School Fund 11	(50,000)
Special Revenue – Non Athletic Fund 28	50,000
<u>Total Appropriation:</u>	12,313,806

- Questions were answered by Ms. Siegrist and Mr. Grant.
- Roll call vote:
  - Mr. Arndorfer – AYE
  - Ms. Barber – AYE
  - Mr. Friesen – AYE
  - Mr. Grant – AYE
  - Ms. Kottwitz – AYE
  - Ms. Notarfrancesco – AYE
- All in favor; motion is adopted.

### **SUB-COMMITTEE REPORTS**

- Financial Advisory Committee – Mr. Grant
  - CRF approved with initial funds received and deposited
  - ESSER in progress
  - Collaboration with Expansion Committee
  - Quarterlies on track to be up-to-date next month

### **ADMINISTRATION REPORTS**

- Headmaster Report – Mr. Schaffer
  - Mr. Schaffer reported. Topics included:
    - PSD School Service Providers approved to be in-person at Liberty
    - READ Act
    - Daniels Fund invited LCS to apply for grant that would be used to fund a temporary employee to build a Liberty “blueprint” document repository
    - Latin 1 long-term sub position filled
    - Personnel issues
    - Legio XIII on Sunday, January 10, 2021 both in-person and remote
    - Fraudulent social security claims targeting LCS employees (identity theft)
    - Public Info Nights are full
  - All questions were answered.

### **UNFINISHED BUSINESS (Continued)**

- Update to Board Policy Section 9.4 *Building Corporation*
  - Ms. Kottwitz moved to approve the update to LCS Policies Manual 9.4 *Building Corporation* as defined in the agenda item cover sheet with a second by Mr. Grant.
  - Discussion led by Ms. Notarfrancesco.
  - Roll call vote:
    - Mr. Arndorfer – AYE
    - Ms. Barber – AYE
    - Mr. Friesen – AYE
    - Mr. Grant – AYE
    - Ms. Kottwitz – AYE
    - Ms. Notarfrancesco – AYE

- All in favor; motion is adopted.

### **NEW BUSINESS**

- Update to Liberty Common School Bylaws – First Reading
  - Improve definition of conflict of interest
  - Discussion led by Ms. Notarfrancesco
  - Second Reading & Vote in Regular January Meeting

### **SUB-COMMITTEE REPORTS**

- Academic Advisory Committee – Ms. Barber
  - No meeting in December
  - Latin policy
  - Met w/ Mrs. Gowing
- Development Committee – Ms. Kottwitz
  - “Generosity Unmasked” campaign
  - Political donor email list
- Political Committee – Mr. Friesen
  - CAC
  - Parent involvement potential
- Expansion Committee – Ms. Notarfrancesco
  - Model considerations
  - Building tours for expansion
  - Next meeting: January 7, 2021
- Governance Committee – Ms. Notarfrancesco
  - Strategic Planning Session on January 30, 2021
  - Expansion discussion
- Student Data Privacy Committee – Mr. Arndorfer
  - Confident that fraudulent unemployment claims were not a result of a Liberty data breach
- Parent Education Committee – Ms. Diehl
  - Desire to refine parent info night presentation
- Building Corporation Liaison – Ms. Diehl

### **TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER** – Owner: Mr. Arndorfer (due January 5<sup>th</sup>)

- Celebrate “Generosity Unmasked” from BOD
- Community response to Covid/in-person learning

**ADJOURN** – The meeting adjourned at 8:23pm.