

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

January 28, 2021

Liberty Common School

1725 Sharp Point Drive, Fort Collins, CO

ATTENDANCE

- BOD:
 - Kelly Notarfrancesco, Chair
 - Tricia Diehl, Vice-Chair (late)
 - Charles Grant, Treasurer
 - Todd Arndorfer, Secretary
 - Ben Friesen
 - Aislinn Kottwitz (late)
 - Elizabeth Barber
 - Administration:
 - Bob Schaffer
 - Sarah Hunt
 - Torgun Lovely
 - Kathleen Kearney
 - Robert Robinson
 - Casey Churchill
 - Sandy Stoltzfus
 - Bev Hanawalt
 - Bill Kranz
 - Brett Harkey
 - Rick Wrona
 - Brode McDonald
- Guests: Sarah Siegrist (Abacus): Language Department: Paulina Deitrick, Cassie Auble, Kimberly Clouser, Jean Bradley

CALL TO ORDER

- The meeting was called to order by Ms. Notarfrancesco at 6:01 pm.
- Agenda
 - It was moved by Mr. Grant to moved the FAC report to the end of the agenda. Seconded by Mr. Friesen.
 - Approved as modified

STAFF AND COMMUNITY COMMENT

- None

ROUTINE BUSINESS

- Approved Minutes – December 17, 2020 as presented.

DEPARTMENT REPORTS

- Foreign Language Department Report
 - Mrs. Deitrick reported on behalf on the Foreign Language Department. Topics included:
 - More students taking language electives last year
 - Increase in Spanish AP scores due to dedicated students who plan to continue in college
 - Planning to continue spring break trips as part of the language experience when Covid allows
 - Ms. Barber thanked all the language teachers and administration for helping her get quickly up to speed

- All questions were answered.

ADMINISTRATION REPORTS

- Headmaster Report – Mr. Schaffer
 - Mr. Schaffer reported. Topics included:
 - Created data-mining system to funnel all student grades, assessments, attendance, discipline, etc., to one location
 - Obtained READ Act exemption
 - Discussion about move to 2 weeks of remote learning at the high school due to increased Covid cases the past 2 weeks. All teachers pivoted quickly to remote teaching.
 - Discussion about clarifying to our parent population the school's versus the county health department's role in the Covid notification process
 - Governor calling for 0.5% mid-year PPR increase and 19% for next year primarily due to removal of Gallagher amendment for increase tax revenue
 - Very favorable Independence Institute article written about our school being distributed extensively statewide and selectively outside the state

UNFINISHED BUSINESS

- Liberty Common School Bylaws Update Article II, Section 9 – Vote – Ms. Notarfrancesco
 - Ms. Kottwitz moved *to approve the Article Section 9 Bylaws Update as presented* with a second by Mr. Grant.
 - Roll call vote:
 - Mr. Arndorfer – AYE
 - Ms. Barber – Abstain
 - Ms. Diehl – AYE
 - Mr. Friesen – AYE
 - Mr. Grant – AYE
 - Ms. Kottwitz – AYE
 - Ms. Notarfrancesco – AYE
 - Motion is adopted 6-0.

NEW BUSINESS

- Liberty Common School 2021/2022 School Calendar – Vote – Ms. Notarfrancesco
 - Ms. Kottwitz moved *to approve the 2021/2022 School Calendar as presented* with a second by Mr. Grant.
 - Roll call vote:
 - Mr. Arndorfer – AYE
 - Ms. Barber – AYE
 - Ms. Diehl – AYE
 - Mr. Friesen – AYE
 - Mr. Grant – AYE
 - Ms. Kottwitz – AYE
 - Ms. Notarfrancesco – AYE
 - All in favor; motion is adopted.

- Board Secretary Election – Vote – Ms. Notarfrancesco
 - Ms. Barber nominated Mr. Arndorfer as new Secretary
 - None opposed, nomination is approved.
- Approved Parent Survey Questions – Ms. Diehl
- Adopt Designated Public Place for Meeting Posts – Ms. Barber
 - Moved by Ms. Barber and seconded by Mr. Grant
 - Roll call vote:
 - Mr. Arndorfer – AYE
 - Ms. Barber – AYE
 - Ms. Diehl – AYE
 - Mr. Friesen – AYE
 - Mr. Grant – AYE
 - Ms. Kottwitz – AYE
 - Ms. Notarfrancesco – AYE
 - All in favor; motion is adopted.

SUB-COMMITTEE REPORTS

- Academic Advisory Committee – Ms. Barber
 - No meeting in January
- Development Committee – Ms. Kottwitz
 - “Generosity Unmasked” campaign exceeded goal at \$259k to date
 - Increase from prior years likely due to strong message and cause this year, as well as easier methods for donating
 - Sunset Soiree cancelled due to Covid but to be replaced by a March Liberty gives day
- Political Committee – Mr. Friesen
 - CAC meeting held in January
 - Proposal about expanding the advocacy scope
 - Legislative committee forum planned
- Expansion Committee – Ms. Notarfrancesco
 - Lottery list would support 2 additional K-8 tracks and one HS track
 - Next meeting: February 4, 2021
- Governance Committee – Ms. Notarfrancesco
 - Strategic Planning Session on January 30, 2021
 - Spring Board election, two terms up
 - Ms. Kottwitz and Mr. Grant nominated Mr. Arndorfer to manage election
 - None opposed, nomination is approved.
- Student Data Privacy Committee – Mr. Arndorfer
 - Confident that fraudulent unemployment claims were not a result of a Liberty data breach
 - New classroom management software to be trialed
- Parent Education Committee – Ms. Diehl
 - Several Board members and parents attended parent info nights and will provide suggestions for improving the presentation
 - Work session planned
- Building Corporation Liaison – Ms. Diehl

- Financial Advisory Committee – Mr. Grant
 - ESSER funds all applied for waiting on payment
 - ESSER II funds expected of about \$240k for 2022-23
 - Funds 11, 23, 26 and 28 reconciled through December
 - Dec to date revenue on track and expenses slightly below budget
 - Some expansion financial alternatives created for Jan 30 Strategy Session

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER – Owner: Mr. Friesen
(due February 8th)

- Message to parents about Liberty vs Larimer County Health Department role in Covid case notification
- Clarification about remote school availability for actual Covid cases vs potential exposure and LCS vs LCHS
- Let parents know how many hours are involved in managing each Covid case at the school

ADJOURN – The meeting adjourned at 8:06pm.

Discussion/Training – School Finance – Mr Grant/ Mr. Wrona – 30 minutes