

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

April 29, 2021

Liberty Common School

1725 Sharp Point Drive, Fort Collins, CO

ATTENDANCE

- BOD:
 - Kelly Notarfrancesco, Chair
 - Tricia Diehl, Vice-Chair
 - Charles Grant, Treasurer
 - Todd Arndorfer, Secretary
 - Ben Friesen
 - Aislinn Kottwitz (late)
 - Elizabeth Barber

 - Administration:
 - Bob Schaffer

 - Guests: Sarah Siegrist – Abacus. Cindy Skalicky
- | |
|--|
| <input checked="" type="checkbox"/> Sarah Hunt |
| <input checked="" type="checkbox"/> Torgun Lovely |
| <input checked="" type="checkbox"/> Kathleen Kearney |
| <input checked="" type="checkbox"/> Robert Robinson |
| <input checked="" type="checkbox"/> Casey Churchill |
| <input checked="" type="checkbox"/> Sandy Stoltzfus |
| <input checked="" type="checkbox"/> Bev Hanawalt |
| <input checked="" type="checkbox"/> Bill Kranz |
| <input checked="" type="checkbox"/> Brett Harkey |
| <input checked="" type="checkbox"/> Rick Wrona |
| <input checked="" type="checkbox"/> Brode McDonald |

CALL TO ORDER

- The meeting was called to order by Ms. Notarfrancesco at 6:02pm.
- Agenda approved as is.

STAFF AND COMMUNITY COMMENT

- None

ROUTINE BUSINESS

- Approved Minutes – March 25, 2021 as presented.
- Approved Minutes from Executive Session – March 25, 2021 as presented

DEPARTMENT REPORTS

- Computer and Technology Department
 - Mr. Kranz reported on behalf of the Department. Topics included:
 - Looking for new hires for individuals retiring or leaving.
 - Dramatic improvement in typing performance the past couple years due to grade school initial experience
 - Continuing strong scores in AP Comp Science
 - Outstanding results by CyberPatriot Team.
 - Exceptional execution of projects including online learning and new phone system.
 - All questions were answered

SUB-COMMITTEE REPORTS

- Financial Advisory Committee – Mr. Arndorfer for Mr. Grant
 - 2021-22 Budget extensively discussed and planned
 - ESSER I complete, II and III updates and plans.

- Working with PSD on athletic facility use priority and cost
- Monthly financials looking good and strongly in the black as well as reserves
- Monthly compliance checklist all in order

UNFINISHED BUSINESS

- 2021/2022 Preliminary Budget – Vote – Ms. Notarfrancesco for Mr. Grant
Moved to adopt by Ms. Diehl.
 - Discussed key themes including salary increases
 - FPC assumes same as current year
 - A couple of additional part time FTEs
 - Renewing focus on KPIs
 - Monthly financials looking good and strongly in the black
 - Monthly compliance checklist all in
 Approved 6 – 0.

ADMINISTRATION REPORTS

- Headmaster Report – Mr. Schaffer
 - Mr. Schaffer reported. Topics included:
 - Helped convince CDE to change P-EBT family personal data request to optional.
 - Several legislative wins
 - Gov. Polis visited the Elementary School
 - New Latin Teacher hired
 - Security window shades installed in classrooms.

NEW BUSINESS

- First Review of Amendment to Policies Manual Section 7.13 Reading and Literacy—
Ms. Barber
 - AAC spent several months refining this policy
 - Encourages more parent interaction. Discussion about policy prescription versus flexibility
 - All questions answered
- First Review of Amendment to Policies Manual Section 9: Finances and Accounting—
Mr. Wrona for Mr. Grant
- Resolution to pursue 501 c (3) status – Ms. Notarfrancesco
 - Moved by Ms. Notarfrancesco, Seconded by Ms. Barber
 - Is there an ~ \$3000 annual cost to file a non-profit tax return?
 - Approved by 6-0 vote
- Parent Survey Results – Ms. Diehl
- Review 2021/2022 Board Calendar – Ms. Notarfrancesco
 - Several small changes proposed for better timing and efficiency
- Review Plans for Pay for Performance – Mr. Grant
 - Reviewed this at FAC

SUB-COMMITTEE REPORTS (cont'd)

- Academic Advisory Committee – Ms. Barber
 - “Working Library Curriculum”

- Working on recommendation for new AP Biology textbook.
- Development Committee – Ms. Kottwitz
 - \$420k YTD, 32% over best year ever
 - Tentatively planning a fall social/fundraising event
- Political Committee – Mr. Friesen
 - Advocacy gaining momentum
 - Active on several recently introduced bills
- Governance Committee – Ms. Notarfrancesco
 - Discussion about strategic planning.
- Student Data Privacy Committee – Mr. Arndorfer
 - Trial of new classroom monitoring software – functionality very well-liked by teachers. Plan to purchase for next year at both schools.
 - Administration emailed parent community to communicate ability to opt out of P-EBT personal data collection. A large percentage did.
- Parent Education Committee – Ms. Diehl
 - Review new presentation feedback from most recent Parent Info Night
- Building Corporation Liaison – Ms. Diehl
 - Will look at options for our bonds given recent legislation to increase the State Moral Obligation limit from \$500 to \$750 million.

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER – None

Executive Session

Ms. Kottwitz moved at 8:51p to adjourn to Executive Session Pursuant to Personnel matters per CRS 24-6-402(4)(f)(I & II). Seconded by Mr. Friesen. All in favor – motion adopted.

Ms. Notarfrancesco moved to adjourn the Executive session at 10:29p, seconded by Ms. Barber. All in favor – motion adopted.

ADJOURN – The meeting adjourned at 10:29pm