

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

May 27, 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
  
  - Sarah Hunt
  - Torgun Lovely
  - Kathleen Kearney
  - Robert Robinson
  - Casey Churchill
  - Sandy Stoltzfus
  - Bev Hanawalt
  - Bill Kranz
  - Brett Harkey
  - Rick Wrona
  - Brode McDonald
- 
- Guests: Mr. Lunn, Ms. Clemens, Ms. Hoyer and Mr. Wallace – Music Department, Mr. Hultin, Malik Brooks – interim AD, Sarah and Dan Siegrist – Abacus.

**CALL TO ORDER**

- The meeting was called to order by Ms. Diehl at 6:01pm.
- Agenda modified to move Title IX policy after Department Reports and add first review of new AP Biology textbook to New Business. Approved.

**STAFF AND COMMUNITY COMMENT**

- None

**ROUTINE BUSINESS**

- Approved Minutes – April 29, 2021 as presented.
- Approved Minutes from Executive Session – April 29, 2021 as presented

**DEPARTMENT REPORTS**

- Music Department
  - Mr. Lunn, Ms. Clemens, Ms. Hoyer and Mr. Wallace reported on behalf of the Department. Topics included:
    - Six of this year's graduates going on to study performing arts – highest ever.
    - A general goal is adult musicians at any level.
    - Mr. Lunn will contact 6<sup>th</sup> grade parents about ability to continue in band even though no 6<sup>th</sup> grade band last year
    - Asked whether middle school choir and band students could be an alternate to required Core 7/8 Music classes?
    - Elementary classes very creatively continued music experiences without being able to sing or use wind instruments indoors.

- Adding a performing venue would move us another step toward world class.
- Largest group ever for HS Choir this year through encouragement by Mr. Wallace.
- Successful musical theatre and choir performances despite COVID.
- Added a student led Jazz choir supervised by Mr. Wallace
- All questions were answered

### **NEW BUSINESS**

- First review—Liberty Title IX Policy—Ms. Hunt
  - Discussed reason for creation and extensive training Ms. Hunt took to enable writing this policy and to be Liberty’s Title IX Coordinator.

### **SUB-COMMITTEE REPORTS**

- Financial Advisory Committee – Mr. Grant
  - Creating KPI sub-group that will start soon.
  - ESSER II almost complete. ESSER III updates and plans based on revised rules.
  - Monthly financials looking good and strongly in the black as well as reserves
  - Monthly compliance checklist all in order
  - Additional training by Sarah Siegrist

### **ADMINISTRATION REPORTS**

- Headmaster Report – Mr. Schaffer
  - Topics included:
    - Very successful graduation event of the 2021 Liberty High School class
    - No elementary teacher turnover but a couple TAs
    - Several teachers to replace at the high school
    - Mr. McDonald leaving athletic director position. Malik Brooks will serve as interim AD.
    - Thank you to Mrs. Barber for great work as interim Latin instructor.
    - Several instances of good media attention
    - Continued discussion about PSD facilities use priority and cost

### **UNFINISHED BUSINESS**

- Vote—Amendment to Policies Manual Section 7.13 Reading and Literacy—Ms. Barber
  - Moved by Ms. Barber, seconded by Mr. Grant
  - Mr. Hultin led discussion on Great Books parent questions form as replacement for junior high reading log.
  - Approved 5-0.
- Vote—Amendment to Policies Manual Section 9: Finances and Accounting—Mr. Grant
  - Moved by Mr. Grant, seconded by Ms. Diehl
  - Approved 5-0.
- Vote—2021/2022 Board Calendar– Ms. Diehl
  - Moved by Mr. Grant, seconded by Ms. Barber
  - Approved 5-0.

### **NEW BUSINESS (cont’d)**

- Vote—Headmaster Retention – Ms. Diehl
  - Moved by Mr. Grant, seconded by Mr. Friesen

- Approved 5-0.
- Approve new AP Biology textbook—Ms. Barber
  - Moved by Ms. Barber, second by Mr. Grant.
  - Discussed concerns raised and mitigated at AAC.
  - No objections. Approved
- Ratify 2021 Board election results—Mr. Arndorfer
  - Moved by Mr. Arndorfer and second by Mr. Friesen to approve election of Charles Grant and Cindy Skalicky to the two open BOD seats.
  - No objections. Approved

**SUB-COMMITTEE REPORTS (cont'd)**

- Academic Advisory Committee – Ms. Barber
  - New class proposal. It will also enable more cross-curricular connections
- Development Committee – Mr. Harkey for Ms. Kottwitz
  - Continuing to ideate fall social/fundraising event
  - 10-year anniversary coming up for class of 2013, looking to build alumni class organizations
  - BOD still needs to define next compelling vision for fundraising
- Political Committee – Mr. Friesen
  - Continuing advocacy efforts
  - Upcoming PSD Board race
- Governance Committee – Ms. Diehl for Ms. Notarfrancesco
  - Discussion about strategic planning.
  - Elected BOD members to be sworn in at June meeting.
  - New officer and committee roles to be decided.
- Student Data Privacy Committee – Mr. Arndorfer
  - Did not meet this month. No update.
- Parent Education Committee – Ms. Diehl
  - Two new members
- Building Corporation Liaison – Ms. Diehl
  - Continuing to work on elementary school deck approval

**TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER** – None

**ADJOURN** – The meeting adjourned at 8:18pm