

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

April 28, 2022

Liberty Common High School

2745 Minnesota Drive, Fort Collins, CO

ATTENDANCE

- BOD:
 - Kelly Notarfrancesco, Chair
 - Tricia Diehl, Vice-Chair
 - Charles Grant, Treasurer
 - Todd Arndorfer, Secretary
 - Ben Friesen
 - Elizabeth Barber
 - Cindy Skalicky
 - Administration:
 - Bob Schaffer
 - Sarah Hunt
 - Torgun Lovely
 - Kathleen Kearney
 - Robert Robinson
 - Casey Churchill
 - Sandy Stoltzfus
 - Bev Hanawalt
 - Bill Kranz
 - Brett Harkey
 - Rick Wrona
 - Chris Reynolds
- Guests: Sarah Siegrist – Abacus. Ms. Drobny, Ms. Dille, Mr. Sanders for the IT and Computer Science Departments. Mr. Skerjanec, Jenna Allen, Keri Jurgens, Dr. Maureen Schaffer, Melinda Story, Audra Vaisbort, Patrick Albright, Samantha Evans, Elise Harkey and Jim ??.

CALL TO ORDER

- The meeting was called to order by Ms. Notarfrancesco at 6:02pm.
- Agenda approved after striking the Resolution to Restrict Funds for PTO Liability item.

STAFF AND COMMUNITY COMMENT

- Ms. Jurgens spoke about the strong value of attending the Classical Symposium for teachers.
- Ms. Harkey spoke about considering the votes already cast in deciding the Board election.

ROUTINE BUSINESS

- Approved Board Meeting Minutes – March 31, 2022 as presented.
- Approved Special Meeting Minutes – April 14, 2022 as presented.

ADMINISTRATION AND DEPARTMENT REPORTS

- Technology Report – Mr. Kranz, Ms. Drobny, Mr. Sanders
 - Physical servers and school-wide storage devices replaced with newer faster models that can scale.
 - Updated Chromebooks and computers to <= 2years
 - Hired and trained new IT specialist
 - Finding good IT personnel for next year is challenging
 - Lack of time impacting both security fine tuning and professional development
- Computer Science Department Report – Mr. Kranz, Ms. Dille, Mr. Stefanovic and soon Mr. McCormick

- Average AP Comp Sci score in 2021 dropped below 4 for the first time since 2012 primarily due to online learning creating more opportunities to plagiarize code within a significant portion of the class
 - Strong improvement in typing words per minute results this year due to Ms. Dille's efforts.
 - HS CyberPatriot Team scored in the top 4% in the nation
 - Mr. Kranz feels that our STEM focus on science, engineering and math must include computer science as well.
 - Need a true leader of this department to build it for the future.
- Headmaster Report – Mr. Schaffer
 - Let Them Play Ball spring social fundraising event to be held tomorrow evening at CSU Canvas Stadium.
 - Ms. Hunt testified in opposition to an unmanageable tightening of drinking water standards at CO schools. Strong opposition from some large school districts as well. CAC opposed but CLCS took no position, further demonstrating the value of CAC.
 - Working on opposition to several other bills in the state legislature.
 - Dino Campana former US Senate candidate to present at next week's Hot Politics session.
 - School finance act continues to move through, don't expect any major changes prior to the governor's signature.
 - Mr. Churchill named as expansion project manager and Principal of the West Elementary Campus.
 - Ms. Stolfus promoted to Principal of the Sharp Point Elementary.
 - Seniors hosted to Rep. Lynch for day at the Capitol and well recognized by many in the legislature.
 - Expansion Update – Mr. Schaffer
 - Very strong attendance at April 25 public info night due to media publicity of our expansion. Planning May event at the west campus.
 - Extensive efforts posting the open positions, interviewing candidates and making offers. Extremely strong interest. Already hired 5 f 27.
 - Lottery, testing and enrollment underway. Expect to be complete by late May or early June.
 - Mr. Churchill suggested we start with two full time K classes rather than a full and a half time. Will make it easier to fill both classes. For the 2023-24 school year our intent would be to revert to a full and a two half time since more time to fill and aligned with our Kindergarten policy.
 - Secured enough furniture to fill 2/3 of the school (the rooms we will start with) for only \$12k shipping a \$700k value.

UNFINISHED BUSINESS

- Liberty Common School 2027 Strategic Plan Approval – Vote – Ms. Notarfrancesco
 - Continuing the motion made at the March meeting but postponed to today.
 - Moved by Ms. Barber to substitute the entire document with new language handed out. Seconded by Ms. Skalicky.

- Moved by Ms. Notarfrancesco to transfer the amending of this document to a committee. Seconded by Ms. Diehl. After discussion, motion not approved by a vote of 1-4.
- Mr. Arndorfer proposed a friendly amendment to the statement about faculty compensation. Accepted by Ms. Barber.
- Ms. Barber made a couple of grammar edits to the Growth and Communication sections.
- Voted 5-0 in favor of the edited and amended substituted document with edits and amendments. 2027 Strategic Plan approved.

NEW BUSINESS

- 2021-2022 Supplemental Budget—First review—Mr. Wrona and Mr. Arndorfer for Mr. Grant.
 - Allocate more money from Fund 11 to Fund 43 due to an audit finding ~\$350k error in Fund 43 due to a transfer that did not happen in 2019-20.
 - Include transfer of \$250k from CKCF paid to teacher bonuses at the end of 2020-21.
 - Other questions answered by Mr. Wrona and Ms. Siegrist.
- FY22-23 Preliminary Budget—First Review—Mr. Wrona and Mr. Arndorfer for Mr. Grant
 - Includes ~6% PPR increase.
 - Proposed budget includes the expenses and revenue of the expansion with commitment from PSD that PPR revenue will start in July.
 - Recommended to not include \$805k in expected expansion/replication grant money in the budget, but cover with current fund balance if necessary then amend the budget if these grants are successful.
 - Two salary increase scenarios 3.5% and 7% developed. 2022-2023 deficit would be ~\$950k with the 7% scenario.
 - Includes 7% inflation on most expense items, 20% on natural gas and 40% on gasoline.
 - Currently assumes 220 funded pupil count, but this is conservative and will increase since we just agreed to provide two full time kindergarten classes.
- Resolution to Transfer Funds from Core Knowledge Charter School Foundation to Liberty Common School—Vote—Mr. Arndorfer for Mr. Grant
 - Mr. Arndorfer moved to approve the resolution. Seconded by Ms. Skalicky.
 - Catch up with money that should have been transferred earlier. However, the money was already used to provide teacher bonuses as intended at the end of the 2020-21 school year.
 - All in favor - approved.
- Resolution to Transfer Funds from Fund 11 to Fund 43—Vote—Mr. Arndorfer for Mr. Grant
 - Mr. Arndorfer moved to approve the resolution. Seconded by Ms. Skalicky.
 - Reviewed the updated capital plan.
 - All in favor - approved.
- Board Election Update—Ms. Skalicky
 - Election polls closed per the Policies with only 43% of electors having voted.
 - The previous precedent to keep the election open until reaching 50% does not follow our current Bylaws and Policies per the schools legal counsel.

- Our Bylaws (which take precedence over the Policies if they conflict) state that the Board should declare vacancies and make appointments to fill those vacancies with terms from 2022 through 2025.
- Resolution declaring board vacancy (3 seats 2022-25 Term)—Vote—Ms. Skalicky
 - Moved by Ms. Skalicky to declare 3 vacancies. Seconded by Ms. Diehl.
 - Discussion about the options to decide how to fill the vacancies in this case. The Bylaws and Policies do not give any specific guidance to the Board on how to make the decision. Agreed we need to speak with legal counsel to answer more questions.
 - Ms. Barber moved to table the motion. Ms. Skalicky seconded.
 - All in favor – approved.
- Parent Survey Results – Ms. Diehl
 - Disappointing only 90 respondents.
 - 100% of parents agree their children are getting a good education.
 - Improving communication is a continuing theme.
 - Difficulty in transition from 6th to 7th grade was a concern a few years ago, but no longer expressed due to improvements made by the administration.
- Review 2022/2023 Board Calendar—Ms. Notarfrancesco

SUB-COMMITTEE REPORTS

- Academic Advisory Committee – Ms. Barber
 - Will meet in May and discuss the Latin policy.
 - New Economics class proposal will be reviewed in May.
- Financial Advisory Committee – Mr. Grant
 - Most items covered above.
 - Expenses at 68% YTD vs 75% of the year Revenue at 73.5% so significant surplus.
 - Determining what is the appropriate reserve for PTO liability.
- Development Committee – Ms. Skalicky
 - \$208k for “Let Them Play” versus \$250k goal.
 - Spring event “Let Them Play Ball” tomorrow expected to close that gap.
 - Did not progress through the first selection for the State Farm grant – not too surprising since we did not check the underserved community need box.
- Political Committee – Mr. Friesen
 - No update.
- Governance Committee – Ms. Notarfrancesco
 - Strategic plan approved at tonight’s meeting after almost a year worth of work!
- Student Data Privacy Committee – Mr. Arndorfer
 - No update.
- Parent Education Committee – Ms. Diehl
 - Continuing update for What Every Liberty Parent Needs to Know for reprint by end of May.
- Building Corporation Liaison – Ms. Diehl
 - Inspections and due diligence on the W. Horsetooth building underway.
 - Lease closure depends on that work, maybe by late May. Fits with enrollment timing.

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER – None

EXECUTIVE SESSION

Personnel matter relating to the Headmaster Evaluation per CRS 24-6-402(4)(f)(I & II).

Ms. Diehl motioned to move executive session at 10:40pm. Seconded by Ms. Skalicky.

All in favor – approved.

Resolved out of executive session at 12:33am

ADJOURN – The meeting adjourned at 12:34am