

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

January 26, 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 Siegrest – Abacus. Allison Slife - CLA auditors. Ms. Dietrick, Ms. Clauser, Ms. Kepley, Ms. Auble and Ms. Bradley for the Foreign Language Department. Mr. Skerjanec, Rick Frevert, Adam Macy, Mike Bradley and Holly Bradley.

CALL TO ORDER

- The meeting was called to order by Ms. Diehl at 6:01pm.

STAFF AND COMMUNITY COMMENT

- None

ROUTINE BUSINESS

- Approved Board Meeting Minutes – December 16, 2021 as presented.

ADMINISTRATION AND DEPARTMENT REPORTS

- Foreign Language Department Report – Ms. Dietrick
 - Concern about class size vs ability to learn and do translation effectively in class – suggestion to cap at 25 students in lower levels and 20 in upper levels.
 - Largest AP Spanish class to date and all earned a 3 or better.
 - Strong performance in AP and National Exams for Latin and Spanish.
 - Alumni continue to report how well we prepare them for further study or use of the language.
- Headmaster Report – Mr. Schaffer
 - Topics included:
 - READ Act compliance discussions continue. Steps underway to comply, buy time, change legislation.
 - Very low turnover going into next year, but still planning to attend several job fairs in the next couple months.
 - House system leadership retreat was a strong success.
 - Senior Speakout event was well executed.

- Dress code committee kicking off next month and will include members from several groups including parents to improve the clarity and execution of the dress code.
- Liberty blueprint Daniels funded project that Mr. Skerjanec is working on has been retitled “Give Us Liberty”. Have identified the keys as passionate parents, founders involved for the long term, rich curriculum, content expert teachers and a principle-based mission and vision. Information for open-access website is nearly complete.

UNFINISHED BUSINESS

- Financial Advisory Committee- Audit Update – Mr. Grant
 - Audit is final with a clean or unmodified opinion though it was significantly late.
 - Several adjustments to resolve errors and discrepancies.
 - Several minor material weaknesses, deficiencies and internal control matters identified and addressed, but no major findings.
 - Internal process improvements already underway to help reduce and avoid some of these issues for next year including:
 - Revise and simplify budget code book
 - Consolidate and reduce number of bank accounts and funds
 - Add supporting document for every entry via SDS
 - Ms. Hanawalt and Ms. Siegrist review entries together at the end of each month
- 2022/23 Calendar—Second Review-Vote-Ms. Notarfrancesco
 - Moved by Ms. Notarfrancesco, seconded by Ms. Skalicky
 - All in favor – approved.

NEW BUSINESS

- Review Parent Survey Questions - Ms. Diehl
 - Each board member asked to provide feedback and/or ideas from improvement.
- Board Meeting Location Notice Posting -Vote - Mr. Arndorfer
 - Moved by Mr. Arndorfer, seconded by Ms. Barber
 - All in favor – approved.

SUB-COMMITTEE REPORTS

- Academic Advisory Committee – Ms. Barber
 - Will form a subcommittee to work on Latin policies.
- Financial Advisory Committee – Mr. Grant
 - Planning to create an FAC calendar to keep things consistent year to year.
 - Working on the supplemental budget.
 - Overall revenues and expenses continue to be favorable to budget through December
- Development Committee – Ms. Skalicky
 - \$159k raised so far this school year. \$144k for “Let Them Play”
 - Actively pursuing venue for the spring event
 - Working to complete the BEST grant application by the Feb 4 deadline for the LCS playground structure safety project.

- Liberty Common winter sports program now available for sale
- Website revamp resource investigation continuing
- Political Committee – Mr. Friesen
 - Parental Rights event planned for January 27th. Strong registration leading up to the date.
- Governance Committee – Ms. Notarfrancesco
 - Third strategic planning session confirmed for Jan 29
 - BOD election coming up in March, 3 terms expiring, applications due March 2
 - Ms. Skalicky volunteered to manage this year’s election
- Student Data Privacy Committee – Mr. Arndorfer
 - Continued pressure on Powerschool/Naviance to provide the data requested in April of 2021.
 - Initial exploration other options to replace Powerschool/Naviance.
- Parent Education Committee – Ms. Diehl
 - Junto Feb 7 is confirmed with a concise agenda
 - Updating articles in “What Every Liberty Parent Needs to Know”
- Building Corporation Liaison – Ms. Diehl
 - Meeting next week to discuss outcome of Liberty strategic planning session and other agenda topics.
 - Aware of two school buildings for sale in Fort Collins

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER – owner: Ms. Diehl (Due February 11, 2022)

- Background on parental rights
- Outcome of strategic planning session
- Clean unmodified audit result
- Legislative update
- Dress code review committee

ADJOURN – The meeting adjourned at 8:52pm

DISCUSSION/TRAINING – Parental Rights reading and discussion - 30 minutes