

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

February 24, 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 (via Zoom)
 - 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. Mr. Kazy and Ms. Garland for the AST Department. Ms. Allen and Ms. Horton. Patrick Albright and Mindy Story.

CALL TO ORDER

- The meeting was called to order by Ms. Notarfrancesco at 6:00.
- Amended agenda to move supplemental budget review to March. Approved agenda as amended.

STAFF AND COMMUNITY COMMENT

- None

ROUTINE BUSINESS

- Approved Board Meeting Minutes – January 26, 2022 as presented.

ADMINISTRATION AND DEPARTMENT REPORTS

- Academic Support Team Department Report – Mr. Kacy and Mrs. Garland
 - AST is one of the ingredients in Liberty’s secret sauce for success.
 - Serving about 10% of the students at both the elementary and high school.
 - Have graduated about a third of those this year back into regular learning.
 - Guided study needs at the HS have increased over the past three years.
 - Students coming from the outside are exhibiting bigger NWEA deficits than prior years due to lost learning at other schools during the pandemic. AST intervention is driving impressive growth in these students to move them back to grade level.
 - Services also include emotional and social support.
 - Early literacy is a key part of the mission.
 - Strategy is to work alongside our classroom teachers.
 - Helping parents to help their children is also a focus.
- Headmaster Report – Mr. Schaffer

- Topics included:
 - Today is the 25th anniversary of signing Liberty’s original charter.
 - Under federal pressure CDE is sending letters to parents of students who are taught by unlicensed teachers – primarily charters even though they have waivers from this requirement.
 - Excellent professional development day - Dr. Kranawitter spoke on the basis for the Declaration of Independence.
 - Mr. Kranz, our IT director, has announced his retirement at the end of the year.
 - Administration and a couple board members working with the Bldg. Corp expansion exploration committee evaluating a couple of building purchase opportunities.
 - Three different dress code review meetings were held with faculty, students/alumni and parents respectively. Identified what is working well and the benefits. Also spent a significant amount of time discussing what can be improved. Next steps are to define what the common problems are and the actions for improvements.

UNFINISHED BUSINESS

- None

NEW BUSINESS

- Resolution to Approve Articles of Incorporation Liberty Common School 501c3 Organization – Vote – Ms. Notarfrancesco
 - Moved by Ms. Notarfrancesco and second by Ms. Diehl.
 - Mr. Arndorfer moved to amend Article X paragraph B to include “after discharge of existing liabilities” after “Upon dissolution of this corporation,”.
 - All in favor – approved.
- Liberty Common School 501c3 Corporation Bylaws Adoption – First Review – Ms. Notarfrancesco
 - Reviewed small edits and changes pulled from current bylaws to modify boiler plate language.

SUB-COMMITTEE REPORTS

- Academic Advisory Committee – Ms. Barber
 - Foreign language policy subcommittee met
- Financial Advisory Committee – Mr. Grant
 - Working on simplifying the coding – expect project completion by May.
 - Also looking to simplify the number of accounts and banks we deal with. Defined criteria and sent out RFP to several community banks.
 - Working on the supplemental budget.
 - Planning underway for preliminary 2022-23 budget due to PSD April 15th- discussed key assumptions that are being used.
 - January YTD finance overview and KPIs are all green except ESSER grant money vs budget.
- Development Committee – Ms. Skalicky
 - \$192k raised so far this school year. \$154k for “Let Them Play”

- Submissions for BEST and State Farm playground equipment grants completed. Next update from each in April.
- Spring event “Let Them Play Ball” will be April 29th at CSU stadium.
- Website revamp resource investigation continuing.
- Liberty Gives Day coming up March 9th.
- Political Committee – Mr. Friesen
 - Parental Rights event well attended on January 27th.
 - Discussed ideas to educate parents about our state education system and charter school politics.
- Governance Committee – Ms. Notarfrancesco
 - Fourth strategic planning session confirmed for March 8th. BOD members to refine the strategy statements to 1 to 5 bullets by March 4th.
 - BOD election coming up in April, 3 terms expiring, applications due March 2.
 - March BOD training will be on board policies and bylaws.
 - Liberty 501c3 timeline and steps defined.
- Student Data Privacy Committee – Mr. Arndorfer
 - No update.
- Parent Education Committee – Ms. Diehl
 - Very good Junto held earlier this month.
 - Continuing update of articles in “What Every Liberty Parent Needs to Know” – goal to complete by end of this school year.
 - Parent survey being finalized and will be sent out after spring break.
- Building Corporation Liaison – Ms. Diehl
 - Discussion about needs for office space and auditorium.
 - Voted to create expansion exploration committee noted above.

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER – owner: Mr. Friesen
(Due March 8, 2022)

- Success of the Junto and professional development day
- 501c3
- AST success

ADJOURN – The meeting adjourned at 8:48pm