

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

June 28th, 2018

Teacher's Lounge, Liberty Common School
1725 Sharp Point Dr. Fort Collins, CO

Attending: Casey Churchill, Torgun Lovely, Bob Schaffer, Kelly Notarfrancesco, Becky Rickers, Robert Robertson, Katrina Brossia, Sandy Stoltzfus, Joel Goeltl, Kathleen Kearney, Tricia Diehl, Late- Brad Kreikemeier

Absent: Patrick Albright, Paulette Hansen, Aislinn Kottwitz

Guests: Diane Campbell

CALL TO ORDER

6:05PM

- Approve agenda

7:25PM.

Kelly Notarfrancesco moved and Brad Kreikemeier unanimously approved.

STAFF AND COMMUNITY COMMENT

- None

ROUTINE BUSINESS

- Approve minutes – May 31st, 2018 Regular Meeting

7:25pm

Kelly Notarfrancesco moved and Joel Goeltl seconded unanimously approved.

ADMINISTRATION AND DEPARTMENT REPORTS

- Headmaster Report – Mr. Schaffer
 - 8 exchange students currently committed for the 2018-2019 year.
 - Distributed faculty reading, Maryanne Wolfe's *Proust and the Squid*.
 - Director of Fundraising-Search continues.
 - Building needs-Met with Neenan regarding potential building needs currently and in the future.
- Financial Operations Manager Report – Ms. Brossia
 - All current accounts are on track for this time of year.
 - Tracking all due dates- Building Corp audit will be submitted second week in July with the receipt of bank statements.
 - PSD- Audit is moving along smoothly with Swanson.
 - Attended conference last week. Found lots of value in the conference and intends to share ideas with her team.
 - Daniels report submitted and we are cleared to apply for additional funds.
- Elementary School Principal Report – Mr. Churchill
 - Tardies and absent further policy refinement this year and better monitoring planned.
 - Mr. Churchill and Ms. Gowing delivered more book donations to 8 schools in the area. Further developing our relationship with other public schools.
 - Kindergarten- Going through materials and streamlining. ½ Kindergarten was trying to do all the work of full day which was never the intent.
 - 5 positions still hiring for at the elementary school.
 - Hired a new half time music teacher Nancy Hoyer.
- Elementary School Assistant Principal – Ms. Stoltzfus
 - Just finished 3 weeks of intense CSU leadership program.
 - Summer school starts soon at the elementary school.

- High School Principal Report – Mr. Lovely
 - Projects- Neenan is looking at putting in a few new operable windows in some offices to improve air flow. Building Corp and FAC will be working on additional long term needs at the high school (second floor of the Great Hall, Performance space, more office space needed, wall removal). Top priority is Art Department, offices space and then auditorium.
 - SAT- Strong scores for our 11th grade students. All scores will be announced in August.
 - New Hires-Elise Harkey-Administrative Assistant/Assessment Coordinator, Bill Kranz- Director of Information Technology.
- Dean of Study- Dakota
 - Still need Spanish teacher, and a few other positions still to be filled with interviews currently taking place.
 - Dan Knab is officially the AD and Director of Security

NEW BUSINESS

- Departmental report: College Counseling-Diane Campbell 7:00PM
 - Really likes being here and the environment at Liberty
 - More and more schools are going “test optional”. Only 26 schools that are taking the writing section any longer for college admittance.
 - Naviance- Appreciate the continued use of this program maybe re-evaluate the program in the next few years. There are good alternatives that are less expensive.
 - Looking into hosting a program with CSU to have a conference on cost preparation for college.
 - Increased college visits by double this year.
 - Continuing to improve processes and efficient use of teacher time.
 - Scholarships-offered to the senior class this year were over \$6 million
- Board self-evaluation discussion (Ms. Notarfrancesco)
 - BOD-avoid management level involvement
 - Align agenda to strategic plan
 - Katrina Brossia recommends using BOD on Track-Looking into this further. Consider a committee to review this in more depth. Also use this committee to change the survey some. Perhaps require an added comment if there is ever a score on the lower side.
- Ratify 2018-2019 BOD standing committee chairs (Ms. Notarfrancesco)
 - This will be addressed in August. Consideration to move this to June in the future.
- Review 2018-2019 BOD calendar (Ms. Notarfrancesco)
 - Changes to the calendar will be forwarded to Patrick Albright for changes vote on for next month.

UNFINISHED BUSINESS

- Revised economic policy (second reading) – Ms. Notarfrancesco
Kelly Notarfrancesco, Joel Goeltl seconded passed unanimously.

SUB-COMMITTEE REPORTS

- Charter Renewal Committee – Mr. Kreikemeier
- Goal is to have the majority of this to completed by the end of the summer, when we have the time. Won't submit it until closer to the due date though. At the PSD BOD meeting we will have the majority of our administration there, FAC and as many of our

BOD members that can attend so that we are prepared to answer all questions at that time. Submission is December 1st then we have the required meetings and final PSD approval around February 1st.

- Financial Advisory Committee – Mr. Goeltl
 - Did not have a meeting this month it was a working session.
 - June 30th is the official ending of the fiscal year.
 - No July FAC.
- Academic Advisory Committee – Ms. Notarfrancesco
 - Economic Policy approved.
- Parent Education – Ms. Hansen
 - Minutes reviewed.
- Strategic Planning – Ms. Kottwitz, Mr. Albright
 - Meeting in July
- Fundraising – Ms. Notarfrancesco
 - Do not currently have a candidate for the Fundraising Director.
 - Some decisions are up and coming regarding future fundraising efforts and timing for Gala and who will take this over.

TOP THREE ITEMS FOR MONDAY NOTES

None

EXECUTIVE SESSION

- None

ADJOURN

7:49pm