

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

April 25, 2019

Liberty Common High School

2745 Minnesota Drive Dr. Fort Collins, CO

BOD Attendance: Paulette Hansen, Kelly Notarfrancesco, Brad Kreikemeier, Aislinn Kottwitz, Joel Goeltl, Tricia Diehl

Other Attendance: Bob Schaffer, Casey Churchill, Torgun Lovely, Katrina Brossia, Dan Knab, Robert Robinson, Brett Harkey, Kathleen Kearney, Bev Hanawalt, Sandy Stoltzfus, Bill Kranz, Todd Arndorfer, Elizabeth Barber, Ben Freisen, Hannah Erdevig, Dave Love, Sherri and ???
(PH?)

CALL TO ORDER

- Approve agenda

6:00PM

STAFF AND COMMUNITY COMMENT

ROUTINE BUSINESS

- Approve minutes – March 28, 2019 Regular Meeting

ADMINISTRATION AND DEPARTMENT REPORTS

- Headmaster Report – Mr. Schaffer
 - Charter Renewal –
 - They didn't want to put all waivers in writing because they already observe these. Mr. Schaffer concurs.
 - PSD will not necessarily provide list of students for 5th and 8th grade but they will send letter on our behalf.
 - PSD wants us to go through process through superintendent for expulsion.
 - Mr. Schaffer says the discussion on waivers was a good outcome. Just received today and will continue to review and with our attorney.
 - PSD still wants a 5 year term for our charter renewal. This would have a negative impact financially for our students. We have clearly shown that this would affect our bond rating just based on this action.
 - Interviews underway for teachers and other staff.
 - BOD recognized appreciation for clear communication about unique closures in recent weeks.
- Computer and Technology Department Report
 - BOD recognized the value of offering elective in the summer.
 - New plan for getting students to standard in typing beginning in 4th grade.
 - CyberPatriot team scored in the top 2.5% of all HS registered teams (73/3300+).
 - BOD expressed questions about adding keyboarding and understand what is being taken away. Mr. Kranz working closely with Mr. Churchill to ensure the curriculum is clear and structured.
 - IT exists to support the school. They provide the service and are good stewards of the equipment and data.
 - Student Data Privacy
 - Mr. Kranz emphasized the point that it is the right and the responsibility of the parent to determine how and with whom their information is shared.
 - Process of establishing a process to protect all student data.
 - New Student Data Privacy Committee will support this effort.

- Broad and deep subject and something the BOD really needs to begin to understand and monitor. Parent on the committee said we strive to be the best at everything we do, we should do the same in this area as well.

NEW BUSINESS

- Parent Survey Results – Ms. Diehl
 - Many more comments than we used to have. We were intentional with questions to drive more comments.
 - Some really positive comments about the school. Would be great to share with our parent community.
 - ~18% response rate.
 - Some areas of improvement are areas we are already working on.
- Review preliminary 2019-2020 BOD calendar – Ms. Hansen
 - Will vote at next meeting. Please send any changes prior to that.
- Review Plans for Pay for Performance – Mr. Kreikemeier
 - We have \$250,000 for upper and lower school for administration to distribute.

UNFINISHED BUSINESS

- Supplemental Budget for Fund 43 - vote – Mr. Kreikemeier
 - Appropriate funds from Fund 11 to Fund 43 in the amount of \$60,000 for maintenance project. Moved by Mr. Kreikemeier. Seconded by Mr. Goeltl. Discussion was that this project is just moving forward a month due to availability of contractor.
 - Passed unanimously.
- Election Update – Ms. Hansen
 - Encouraged by interest in involvement by candidates and parent committee.

SUB-COMMITTEE REPORTS

- Academic Advisory Committee – Ms. Notarfrancesco
 - No report this month.
- Financial Advisory Committee – Mr. Kreikemeier
 - Continuing to refine the supplemental budget.
 - Ms. Brossia is looking at software to enhance our reporting.
 - Looking at auditors for next year.
 - Looking at KPIs and what constitutes out of variance and will bring to board at next meeting.
- Parent Education – Mrs. Diehl
 - Last one is on May 10th at 8am.
 - Looking at a book we are going to read.
 - Philosophy night recap.
 - Continue to look at book option for book review groups.
- Governance – Ms. Notarfrancesco
 - Board member orientation – reviewing and adding to training list
 - Board self-evaluation will be sent out April 29th and need responses back by May 3rd.
 - Strategic Planning Meeting will be June 8th at the High School 8am-12pm. Opportunity to brainstorm and be more creative. Strategic Plan for 19/20.
- Charter Renewal – Mr. Goeltl
 - Nothing to add.
- Building Corporation Liaison – Ms. Diehl
 - This committee will also be the Expansion committee.

- Working on getting administration's lists of capital needs.
- Development/Fundraising – Ms. Kottwitz
 - Fundraising trends are continuing to improve.
 - Sunset Soiree was a success.
 - Discussed our 19/20 fundraising calendar.
 - Head of Booster Club has retired. A great deal of discussion on how to optimize this.
- Political – Mr. Albright
 - No report.
- Student Data Privacy Committee – Ms. Hansen
 - Meeting again tomorrow at 10:30am.

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER – to be written by Ms. Hansen

ADJOURN

EXECUTIVE SESSION

Personnel matters per CRS 24-6-402(4)(f)(I & II)