

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

June 24, 2019

Acropolis, Liberty Common High School
2745 Minnesota Drive Fort Collins, CO

Attendance: Paulette Hansen, Patrick Albright, Aislinn Kottwitz, Joel Goeltl, Kelly Notarfrancesco, Brad Kreikemeier, Casey Churchill, Bob Schaffer, Sandy Stoltzfus, Torgun Lovely, Katrina Brossia, Bev Hanawalt, Ben Friesen, Elizabeth Barber, Dan Knab, Robert Robinson, Bill Kranz

Guests: None

Absent: Tricia Diehl

CALL TO ORDER

- Approve agenda 6:03 p.m.
- Notarfrancesco: Request additional agenda item of Recognition
- Hansen; Move to approve agenda
- Motion seconded by Goeltl; No discussion
- Agenda approved

STAFF AND COMMUNITY COMMENT

No comments

ROUTINE BUSINESS

- Approve minutes – May 21, 2019 Special Meeting
 - Albright; Move to approve minutes
 - Motion seconded by Notarfrancesco; No discussion
 - Minutes approved
- Approve minutes – May 22, 2019 Special Meeting
 - Albright; Move to approve minutes
 - Motion seconded by Notarfrancesco; No discussion
 - Minutes approved
- Approve minutes – May 30, 2019 Regular Meeting
 - Albright; Move to approve minutes
 - Motion seconded by Notarfrancesco; No discussion
 - Minutes approved

RECOGNITION

- The Board of Directors and Administration recognized and thanked Ms. Hansen and Mr. Goeltl for their six years of service to the Liberty Common School Board of Directors. Highlighted achievements included: high school expansion, reinstatement of the headmaster, replacing retired Tim Ricketts with Ms. Brossia, Latin curriculum expansion and over 1000 hours in board-related meetings. Both Ms. Hansen and Mr. Goeltl have demonstrated excellent school leadership and are examples of exemplary board membership.

ADMINISTRATION AND DEPARTMENT REPORTS

Headmaster Report- Mr. Schaffer reported

- Charter renewal – State Board of Education moved hearing up a day early and voted without any lawyers, PSD or Liberty representatives. In the process, likely several procedural and legal laws were violated. As a result of the charter renewal process, the board and administrators need to develop a strategy for building a stronger relationship with PSD; PSD will be hiring a new attorney, as long time attorney Tom Crabbe is leaving. A messaging strategy for communicating the true charter renewal process to Liberty’s families should be created; Albright to work with Schaffer to craft a message for the Liberty community.

College Counseling Department Report – Diane Campbell reported

- All key college-readiness statistics are up: percentage attending college, number of college visits, scholarship dollars (\$11,800,000)
- College Counseling Center is welcoming, inviting and has been a tremendous asset.
- Would like to improve timeline of having families complete financial data to be earlier (FAFSA, Pell Grant eligibility, etc.)
- Number of colleges going to test optional is steadily increasing. Colleges are also removing writing sections from applications. College admissions reviewing courses taken (AP, concurrent enrollment, etc.) instead.
- College Crew an asset to the Counseling Department. Students trained to perform meet and greets, provide school tours and Liberty background information to visiting college recruiters. Students had to be trained to state up front that they are current students, as recruiters originally thought the student tour-guides were older alums. Ms. Campbell will be presenting a summary of the College Crew success at an industry conference in Kentucky this fall.

School Safety Report – Mr. Knab reported

- Building on previous improvements and continuously adding safety improvements.
- Cybersecurity being continuously enhanced by Mr. Kranz and his team.
- All staff receiving advanced safety training; all staff to have radios and communication training as well.
- Visible safety presence is 90% of law enforcement-accomplished through daily greetings of students, single point of entry at each campus, elementary school Watch Dogs program, etc.
- Mr. Knab to seek Board approval of Campus Security Teams at the regular August Board meeting.

NEW BUSINESS

- New Board Member Oath – Ms. Hansen administered
 - Congratulations and welcome to new BOD members Elizabeth Barber and Ben Friesen!
 - Kelly Notarfrancesco will serve a second three year term.
- Year End Student Assessment Results Review – Principals
 - Board noted an affinity for the NWEA data presentation for the high school and requests a similar presentation from the elementary next year.
 - Elementary Trends—
 - Fifth grade math still a concern, but being addressed by implementation of Singapore Math Standards edition and master teacher Elissa Hersh as improvements for 2019/20.
 - The NWEA test changed in 2014 as a result of Common Core standards adoption by many schools.
 - Data shows that improvements could be made for high achieving math students; discussion of best ways to do that, including striating math classes at lower grades, similar to sixth grade and providing competition math opportunities at lower grades
 - High School Trends—
 - Scores presented met expectations and no clear red flags exist.
 - Current group of seventh graders test a bit low, so the administration is keeping an eye on that cohort.
 - Class of 2020 seniors' average SAT of 1315 would have been a state record if not for the class of 2019's state record average score of 1322. Regardless, the class SAT average is strong and will likely be at or near the top average score in the state of Colorado.
- Strategic Plan 2019-20 Review – Ms. Notarfrancesco
 - Strategic plan was updated to include feedback from both the June 8th strategic planning session and the follow-up review survey. Many line items were replaced with new wording which is more specific and clear.
 - Strategic Plan 2019-20
 - Albright; Move to adopt Strategic Plan 2019-20
 - Motion seconded by Kottwitz
 - Discussion: Language is clearer and provides better direction over previous strategic plan; some concern over the perception of items described as 'develop'. Notarfrancesco will make minor wording improvements to address the language concern.
 - Roll Call Vote:

- Kreikemeier-yes
 - Notarfrancesco-yes
 - Albright-yes
 - Kottwitz-yes
 - Goetl-yes
 - Hansen-yes
- BOD Officer Elections – Ms. Hansen
 - BOD Chairman
 - Hansen; Move to approve Kelly Notarfrancesco as BOD Chair
 - Motion seconded by Kreikemeier
 - All in favor; none opposed; Notarfrancesco approved as BOD Chair
 - BOD Vice Chairman
 - Hansen; Move to approve Aislinn Kottwitz as BOD Vice Chair
 - Motion seconded by Notarfrancesco; No discussion
 - Kreikemeier; Move to approve Tricia Diehl as BOD Vice Chair
 - Motion seconded by Hansen; discussion regarding availability
 - Kottwitz removes herself from candidacy
 - All in favor of Diehl for Vice Chair; none opposed; Diehl approved as BOD Vice Chair
 - BOD Treasurer
 - Albright; Move to approve Brad Kreikemeier as BOD Treasurer
 - Motion seconded by Notarfrancesco
 - All in favor; none opposed; Kreikemeier approved as BOD Treasurer
 - BOD Secretary
 - Kreikemeier; Move to approve Patrick Albright as BOD Secretary
 - Motion seconded by Kottwitz; No discussion
 - All in favor; none opposed; Albright approved as BOD Secretary
- BOD Committee Chair Determination – Ms. Hansen
 - Financial Advisory Committee-Brad Kreikemeier, chair
 - Academic Advisory Committee-Kelly Notarfrancesco, board representative, transitioning to Elizabeth Barber
 - Parent Education Committee-Tricia Diehl, chair
 - Development Committee-Aislinn Kottwitz, Elizabeth Barber
 - Political Committee—Ben Friesen, chair
 - Student Data Privacy—Kelly Notarfrancesco, board representative
 - Governance Committee—Kelly Notarfrancesco, Tricia Diehl
 - Building Corporation—Tricia Diehl, board representative

UNFINISHED BUSINESS

- Student Data Privacy Policy Vote – Ms. Hansen
 - Kreikemeier; Move to approve policy
 - Motion seconded by Notarfrancesco
 - All in favor, none opposed. Policy approved

SUB-COMMITTEE REPORTS

- Academic Advisory Committee – Ms. Notarfrancesco reported
 - No meeting in June
 - Will need to approve AAC voting membership at August Board meeting.
- Financial Advisory Committee – Mr. Kreikemeier reported
 - Motion to amend the agenda to add Fund 28 approval as a New Business Item
 - Kreikemeier; Move to approve motion
 - Motion seconded by Albright
 - All in favor; none opposed. Motion approved
 - Motion to add a Special Revenue Non-athletic Student Activities Fund 28
 - Kottwitz; Move to approve motion

- Motion seconded by Kreikemeier
 - An administrative item needing board approval and documentation.
 - All in favor; none opposed. Motion approved
- School Accountability Committee – Parent Education – Ms. Hansen reported
 - 2019/20 focus will be on developing mission and philosophy ‘talking points’ and brief summaries primarily for use by the staff.
 - Junto-November 18th.
 - Ms. Hansen will remain on the Parent Education Committee—thanks!
- Governance – No report
- Charter Renewal – No report
- Building Corporation Liaison – No report
- Political Committee – No report
- Student data Privacy Committee – Ms. Hansen reported
 - Thanks for approving SDP policy; special recognition for Ms. Hunt’s terrific work in drafting the policy.
 - Next meeting June 25th at 1:30 in the Minerva Room at LCHS.

TOP THREE ITEMS FOR COMMON SENSE

- None

ADJOURN

Regular BOD session adjourned at approximately 9:45 pm

Board Discussion/Training – Board policies and bylaws – Ms. Notarfrancesco
Completed.