

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

August 29, 2019

Liberty Common High School
2745 Minnesota Drive Dr. Fort Collins, CO

Attendance: Ben Friesen, Elizabeth Barber, Robert Robinson, Katrina Brossia, Bob Schaffer, Tricia Diehl, Dan Knab, Kelly Notarfrancesco, Torgun Lovely, Kathleen Kearney, Sandy Stoltzfus, Bev Hanawalt, Bill Kranz, Brad Kreikemeier, Aislinn Kottwitz

Guests: Chalon Kintzley, David Fraser, Cyrus Salehi, Julie Weibler, John and Mary Sanfillipo, Adam and Amelia Macy, in addition to others who did not sign in.

CALL TO ORDER

- Meeting called to order by Ms. Notarfrancesco at 6:00pm.
- Approve agenda – With no objection, CMAS/HS year end results were tabled until September meeting.

STAFF AND COMMUNITY COMMENT

- Chalon Kintzley introduced himself as ex-officio member of AAC for 2019/20 school year.
- Comments from soccer coach and others who explain safety concerns and inadequate size of soccer field for Junior High and High School soccer team with emphasis on the HS risk for injury.
- Comments from Angela Hunsinger, representative to Poudre School District accountability committee.
- Board and those in attendance observed the reveal of the class of 2020 SAT scores of highest in the state of Colorado represented on a plaque in the Great Hall.
- Update from student on her FBLA competition, eventually placing 4th in the nation in parliamentary procedure.

ROUTINE BUSINESS

- Approve Minutes – June 24, 2019
 - No objections to approval.

ADMINISTRATION AND DEPARTMENT REPORTS

- Headmaster Report – Mr. Schaffer
 - Several improvements in both facilities over the summer and were successful.
 - There was a major overhaul of computers and servers over the summer. IT department worked overtime to get it accomplished.
 - There were numerous hiring and new staff to orient over the summer.
 - One pending waiver approval from the state in conjunction with PSD that will be on agenda following Wednesday.
 - Safety measures in various areas are being looked into for additional safety.
 - Mr. Schaffer shared PSD member and his pointed comments directed to charter schools and getting equitable funding.

NEW BUSINESS

- October Board Meeting Date change to October 24th – Ms. Notarfrancesco\
 - Due to meeting being scheduled on Halloween, Ms. Notarfrancesco requested moving date one week prior.
 - No objections.

- Assign one board member to be responsible to implement the Headmaster support and evaluation for the year – Ms. Notarfrancesco
 - Per our policies, it is required to assign on BOD member to ensure adherence to process for Headmaster support/evaluation.
 - Ms. Notarfrancesco volunteered for this position.
 - No objections.
- Approve 2019 2020 AAC Voting Membership – Ms. Notarfrancesco
 - Ms. Notarfrancesco moved to approve AAC voting membership. Seconded by Ms. Kottwitz.
 - Questions about balance and roles of members.
 - Motion passes unanimously.
- Update to Board Policy Section 7.4 – First Reading – Ms. Notarfrancesco
 - Will be voted on at next meeting.
 - Discussion included appreciation of alignment with most recent legislation.
- Update to Board Policy Section 7.16 – First Reading – Ms. Notarfrancesco
 - Mr. Lovely discussed logistics of deletion to make applicable to staff management of penmanship.
 - Will be voted on at next meeting.
- Colorado League of Charter School Membership Vote – Ms. Notarfrancesco
 - Moved by to support renewing our membership in CLCS by Ms. Notarfrancesco. Seconded by Ms. Barber.
 - Considering further discussion and debate to continue our membership with the board.
 - Significant discussion of pros vs. cons of the being members of the organization.
 - There is some redundancy in our representation.
 - Mr. Kreikemeier moved to postpone item until September Board meeting. Second by Mr. Friesen. No further discussion. Motion passed unanimously.
- Discussion of Pearson Data Breach – Mr. Kranz
 - There was a security breach by AIMSweb that we were notified about end of last school year. The breach was in November. Per policy is that we must respond.
 - Mr. Kranz has information that breach has been resolved and no longer a threat. He is drafting communication for approval by HM Schaffer to send to those affected by the breach. He recommends we continue our contract with this vendor in that they informed us of breach and signed our contract addendum.
 - Mr. Kranz to notify families affected.
- Approve Campus Security Teams – Mr. Knab
 - Mr. Frisen moved to approve campus security team as recommended by Mr. Knab. Seconded by Ms. Kottwitz.
 - Discussion included questions about sufficient support at both campuses and skill set/training of these members. BOD expressed appreciation of intentional process and doing utmost to protect all Liberty students and staff.

UNFINISHED BUSINESS

- None

SUB-COMMITTEE REPORTS

- Academic Advisory Committee – Ms. Notarfrancesco
 - Discussed policy updates and membership under New Business items.
 - AAC is reviewing a new book for Western Civilization for implementation next school year.
- Financial Advisory Committee – Mr. Kreikemeier
 - Audit is going as schedule. No findings as of today.

- Software for school and audit will be delayed until Oct d/t other IT updates/responsibilities.
 - We have 20 year capital project list.
 - Crowdfunding conversation will be discussed further under Development Committee report.
 - Continuing to tweak KPI's and reporting for BOD
 - Finished with 112 days cash on hand and exceed the required amount.
- Development Committee – Ms. Kottwitz
 - Discussed process for committee membership and meeting times.
 - Introduced crowdfunding with support of Mr. Kranz
 - Committee will present strategic objectives at next meeting d/t no meeting prior to BOD meeting.
- Political Committee – Mr. Friesen
 - Help needed are membership and relationship connections.
 - Significant progress being made in relationship building and meetings. Mr. Friesen could use significant support from BOD members.
- Parent Education Committee – Ms. Diehl
 - FAQ available for a quick education for parents and staff as a tool.
 - Junta coming up in November
 - New committee members.
- Student Data Privacy Committee – Ms. Notarfrancesco
 - Didn't meet over the summer. Next meeting will be tomorrow.
 - Parent experts gave student data privacy presentation to staff prior to first day of school.
- Governance Committee – Ms. Notarfrancesco
 - No objections to BOD education list
- Building Corporation Liaison – Ms. Diehl
 - Deck is still in progress
 - More information to come at next meeting on project list.

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER –owner: Ms. Diehl

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ADJOURN @ 10:35pm