

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

September 26, 2019

Liberty Common High School

2745 Minnesota Drive Dr. Fort Collins, CO

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

CALL TO ORDER

- Called to order at 6:01pm
- Approve agenda
 - Moved by Ms. Barber. Seconded by Ms. Kottwitz. Passed unanimously.

STAFF AND COMMUNITY COMMENT

- None.

STUDENT RECOGNITION

- National Merit Semi-Finalists
 - Recognized National Merit Semi-Finalists. This is a prestigious honor. Out of the entire population that takes the PSAT, only 1% are among this group. We have 3 National Merit Semi-Finalists at Liberty. They are Kobe Douglas, Paige Moore, and Simon Hempel-Costello.

ROUTINE BUSINESS

- Approve Minutes – August 29, 2019
 - Ms. Diehl moved to approve minutes as amended with single name typo. Seconded by Ms. Barber. Passed unanimously.

ADMINISTRATION AND DEPARTMENT REPORTS

- Headmaster Report – Mr. Schaffer
 - Ms. Barber asked for more information on Classical Symposium.
 - Mr. Schaffer highlighted that our waivers were all passed without exception. There was some discussion at the SBOE about 4:3 vote in our favor on the HB 1032 exemption.
 - Buses need to meet new requirements from CDE. Our buses do not have the value to retrofit to meet guidelines. Looking into our options to mediate this issue.
 - New Math League at Elementary. Significant interest. Had first gathering on Tuesday. Thankful for teachers who have taken on this new support of the advanced kids and their growth.
- CMAS / High School year-end testing results review – Mr. Lovely
 - We have not nor will we teach to this test. However, this is a data point we can use to determine if there is anything we need to look at more closely or if there is a trend over time.
- Elementary School year-end CMAS results review – Mr. Churchill
 - Some discussion on different nuances of tests. Compared CMAS data to NWEA data to see if there are any correlations.
 - Was effective to opt for paper tests on NWEA for 3rd and 4th grades.

- Overall ranking with the district, show that Elementary provides strong foundation for moving into Jr. High/High School.
- Struggle with growth with higher achieving kids is a common problem. Adding some areas will help in this facet, but keeping an eye on this. There are some anomalies but we are keeping an eye on it. See some improvement in 6th grade with high performing and low performing also.
- Want to be careful not to make too many adjustments at a single time. We recently adopted the Singapore Math Standards edition.
- **Science/Engineering Department Report**
 - John Parsons, Angela Horton, Jenna Allen, Gwen Sullivan, John Allen, Also Brian Stefanovic, and Hannah Erdevig
 - Added more hands-on science education with removal of science fair project.
 - Professional maintenance for microscopes question from Mr. Kreikemeier. Ms. Karr mentions they need some repair professionally. They are 20 years old.
 - Opportunities for newer science books are difficult to find that align with our philosophy. Supplemental information being added quickly. Nothing is inaccurate but just more information.
 - Continuing to reach out to former graduates for feedback on science program. Have made some adjustments from first round of responses. Looking at adding formal lab reports to Biology, Chemistry and Physics.
 - Kay Lannen & Herman Lock for Engineering Department.
 - Dr. Lock is retiring at the end of the year. Looking for a replacement.
 - Increasing interest in engineering electives but are unable to accommodate interest.

UNFINISHED BUSINESS

- Colorado League of Charter School Membership Vote – Ms. Notarfrancesco
 - Mr. Friesen moved to approve our membership to the CLCS for the 20/21 school year. Seconded by Ms. Diehl.
 - Mr. Friesen has had some meetings and discussions with the CLCS since last meeting. Not noting any change in the League’s perspective.
 - Concern with not representing charter autonomy.
 - Roll call vote passes with 4:2 in favor of renewing membership to CLCS. Ms. Kottwitz and Ms. Notarfrancesco opposed.
- Update to Board Policy Section 7.4 – Second Reading/Vote – Ms. Notarfrancesco
 - Second review of Update to our Policy on Human Sexuality
 - Ms. Diehl moved to approve update to board policy section 7.4. Ms. Barber seconded. No discussion. Passed unanimously.
- Update to Board Policy Section 7.16 – Second Reading/Vote – Ms. Notarfrancesco
 - Ms. Kottwitz moved to approve update to board policy section 7.16 as proposed. Seconded by Ms. Diehl. No discussion. Passed unanimously.

NEW BUSINESS

- Audit Update – Mr. Kreikemeier
 - Audit was submitted earlier this week.
 - Ms. Brossia commended by the board for her performance and timeliness in light of lead auditor resigning earlier this month.
 - No findings to date.
 - Clean audit this year.

- Fund 43 Capital Improvement Schedule Review—Mr. Kreikemeier
 - 20 year plan attached in packet.
 - Key is to focus on this year.
 - This is primarily informational but this will a part of supplemental budget approval in the coming months per the BOD calendar and the PSD deadline requirements.
- Board of Directors Vacancy Resolution—Ms. Notarfrancesco
 - Resolution according to LCS Bylaws Article II, Section 6.
 - Moved to adopt resolution declaring a vacancy on the Liberty Common School Board of Directors with term expiring in 2021 by Mr. Kreikemeier and seconded by Ms. Barber.
 - Discussion involved timing and process for applications and review of those applications.
 - Passed unanimously.
- Secretary Election—Ms. Notarfrancesco
 - Ms. Diehl nominated Ms. Barber. Ms. Kottwitz seconded. No discussion. Passed unanimously.
- Future Kindergarten Options Update—Ms. Notarfrancesco
 - Board discussion and information to plan for what direction we would like to go with our kindergarten program
 - AAC discussed. Their result was there is no academic reason to change current model.
 - Mr. Churchill to continue to look at other schools and charters to see what their model or plan is for changes to kindergarten.
 - What is the market?
 - Potential Impacts?
 - Need BOD decision by December board meeting to accommodate lottery in January.
 - Ms. Barber mentioned fidelity to intent of kindergarten philosophy when founding the school.

SUB-COMMITTEE REPORTS

- Academic Advisory Committee – Ms. Notarfrancesco
 - Continuing to review all academic policies
 - Looked at Electives.
 - Previous Western Civilization book to cover Mesopotamia unit is out of print. Another option was found and proposed to the AAC who recommended approval to the BOD.
 - Ms. Notarfrancesco moved to approve “The Ancient Near East: A Very Short Introduction” for Western Civilization. Seconded by Ms. Barber. No further discussion. Passed unanimously.
- Financial Advisory Committee – Mr. Kreikemeier
 - No meeting since last month.
 - We are on hand for revenue. No concerns for revenue at this time.
- Development Committee – Ms. Kottwitz
 - No questions about Development committee strategic goals.
 - Discussion continued on the benefits of crowdfunding.
 - It takes \$300,000 annually to make us equal to funding as other public schools.
 - Work Session to determine our fundraising master plan? Ms. Kottwitz to get work session set up.
- Political Committee – Mr. Friesen

- On track with outreach, collaboration, and strategy building among BOD, staff, admin, etc.
 - Goal is to become more intentional with relationship building.
 - Opportunity to collaborate with other charter schools on same concerns, struggles and successes. No objections to continuing to pursue this.
- Parent Education Committee – Ms. Diehl
 - The meeting was focused on the Junto on Nov. 18th from 6:30pm-8:15pm at Liberty Common High School. Similar format as last time.
- Student Data Privacy Committee – Ms. Notarfrancesco
 - Continuing to work on objectives and goals for committee.
 - This is a long project and effort. However, we are continuing to make progress.
- Governance Committee – Ms. Notarfrancesco
 - No update
- Soccer Committee Update—Ms. Notarfrancesco
 - Meeting last night with key stakeholders to have a discussion and hear all the same information.
 - It is apparent there is a safety concern. But unsure what level of safety concern it is.
 - Field usage is significant. It is overused. Our pattern of usage for field is uncommon and relentless.
 - There has been a lot of work and effort put into this effort and many were unaware.
- Building Corporation Liaison – Ms. Diehl
 - Overview of the Building Corp and intention for setting it up.
 - Process of Needs – Get calls from the administration to date.
 - Review current lists of needs at both schools.

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

1. Vacancy

ADJOURN without objection at 9:34.