

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

November 19, 2020

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

• BOD:

X Kelly Notarfrancesco,
Chair
 X Tricia Diehl, Vice-Chair
 Charles Grant, Treasurer
 X Elizabeth Barber, Secretary
 Aislinn Kottwitz
 X Ben Friesen
 X Todd Arndorfer

• Administration:

 Bob Schaffer
 X Sarah Hunt
 X Torgun Lovely
 Kathleen Kearney
 X Robert Robinson
 X Casey Churchill
 X Sandy Stoltzfus
 X Bev Hanawalt
 X Bill Kranz
 X Brett Harkey
 X Rick Wrona
 X Brode McDonald

- Guests – LCHS Maintenance Coordinator: Brian Elshof; Math Department: Ashley McAllister, Larry Currey, Becki Salehi, John Parsons, Rob Huey, and Kat James; Physical Education Department: Frank Russel, Jon Wilcox, and Donny Reeves; Abacus: Sarah Siegrist; Founding Parent: Laurel Van Maren

CALL TO ORDER

- The meeting was called to order by Ms. Notarfrancesco at 6:02 p.m.
- Approve Agenda – Approved with minor modification to order of business only

STAFF AND COMMUNITY COMMENT – None

ROUTINE BUSINESS

- Minutes of October 29, 2020 – Approved with no corrections

ADMINISTRATION AND DEPARTMENT REPORTS

- Math Department Report
 - Mrs. Ashley McAllister summarized the yearly Math Report. Topics included:
 - College-prep, with balance of conceptual and procedural mathematics
 - Singapore Standards edition switch complete
 - 3rd grade undergoing some adjustments to ease complex transitions for students

- Mental math
 - Standards edition offers more breadth, less depth
 - Based on assessments, remote learning was successful
 - Math Club for accelerated students on hold due to Covid
- All questions were answered.
- Physical Education Department Report
 - Mr. Frank Russel, Mr. Jon Wilcox, and Mr. Donny Reeves summarized the yearly Physical Education Report. Topics included:
 - Classical approach to PE
 - Need for elementary storage
 - Intramurals/Lil' Dribblers
 - All questions were answered.
- Headmaster Report – Mr. Schaffer
 - Mr. Churchill summarized the elementary school portion of the monthly Headmaster Report. Topics included:
 - Covid impact on illnesses is minimal at elementary
 - Contingency plans for Covid
 - Staff experiencing some stress depending on remote-learning circumstances, remote learning is reserved for absences of 14 days or more
 - Increased need for subs (Messenger a helpful tool)
 - Staff lunch, after-school yoga to mitigate stress
 - Grandparents Day plans
 - Canned-food drive a rousing success
 - PSD still not allowing all purchased services in building
 - Friedman Leadership Network meeting postponed
 - Safety and security – lighting improvements
 - City resistance to student crosswalk
 - Mr. Lovely summarized the secondary school portion of the monthly Headmaster Report. Topics included:
 - Gratitude for new Maintenance Coordinator: Brian Elshof
 - Staff resignations, positions posted:
 - Mr. David Kleen – math and engineering
 - Ms. Leslie Fowler – Latin and Western Civ
 - Ms. Cindy Powers – Dean of Study
 - Morality talks
 - Revised lunch plan for cold weather, will require parent volunteers
 - Larimer County Health still promoting in-person learning in small schools who can quickly respond to contact tracing
 - All questions were answered.

UNFINISHED BUSINESS

- Colorado League of Charter Schools Membership
 - Mr. Friesen moved to approve *Liberty Common School's 2020-2021 membership in the Colorado League of Charter Schools (CLCS)* with a second by Ms. Barber.

- Roll-call vote:
 - Mr. Arndorfer – NO
 - Ms. Barber – NO
 - Ms. Diehl – NO
 - Mr. Friesen – NO
 - Ms. Notarfrancesco– NO
- All opposed; motion is denied.
- Update to Policies Manual Section 5.7 Promotion Policy
 - Ms. Barber moved *to approve the presented amendment to LCS Policies Manual section 5.7 Promotion Policy* with a second by Mr. Arndorfer.
 - Roll-call vote:
 - Mr. Arndorfer –AYE
 - Ms. Barber – AYE
 - Ms. Diehl – AYE
 - Mr. Friesen – AYE
 - Ms. Notarfrancesco– AYE
 - All in favor; motion is adopted.
- Update to Policies Manual Section 7.9 High School Graduation Requirements
 - Ms. Barber moved *to approve the presented amendment to LCS Policies Manual section 7.9 High School Graduation Requirements* with a second by Ms. Diehl.
 - Roll-call vote:
 - Mr. Arndorfer –AYE
 - Ms. Barber – AYE
 - Ms. Diehl – AYE
 - Mr. Friesen – AYE
 - Ms. Notarfrancesco – AYE
 - All in favor; motion is adopted.

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NEW BUSINESS

- 2020/2021 Amended Budget Review – Mr. Grant
 - Sarah Siegrist of Abacus presented on behalf of Mr. Grant. Topics included:
 - Major change due to increase in Funded Pupil Count actuals
 - “Budget plugs”
 - Purchased services have increased by \$287,000, but no decrease is seen elsewhere (Ms. Siegrist will follow up)
 - No mid-year rescission expected at this point
- Update to Board Policy Section 9.4 Building Corporation – First Reading – Ms. Diehl

SUB-COMMITTEE REPORTS

- Academic Advisory Committee – Ms. Barber
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- Ms. Barber elected chair (Mr. Jeff Siener taking a break from AAC)
 - Latin conversation – Latin team proposed a reduction of chapters covered in Latin 1 and Latin 2 with the goal of improving mastery and increasing time for translation. AAC members strongly oppose such a proposal:
 - High achievement is associated with high standards.
 - Latin is a discipline (like math) and requires daily practice (nightly homework to be expected).
 - Increased translation of ancient Latin texts is necessary both to understand and enjoy the language. Department should work to improve in this area.
 - Founding parent Mrs. Laurel Van Maren reinforced these AAC concerns regarding Latin.
 - Administration and Latin team are encouraged to seek other solutions to Latin challenges that do not involve shortening the course (reducing curriculum).
 - Formal Latin policy needed in Policies Manual
 - Textbook approvals in queue
- Financial Advisory Committee – Mr. Wrona (for Mr. Grant)
 - CRF and ESSER funds plans nearing completion
 - S&P credit rating renewal – BBB– credit rating maintained (highest possible with <2000 students)
 - Compliance checklist (bond compliance)
 - Goal to reduce bank accounts (currently in the range of 29, but six would be close to ideal)
 - HVAC maintenance and improvement (impacts from potential expansion, potential grants)
- Development Committee – Ms. Kottwitz
 - “Generosity Unmasked” Campaign
 - Sunset Soiree – decision by January
 - Political Donor Emails
- Political Committee – Mr. Friesen
 - No November meeting
 - Website improvements
 - CAC – online meeting for prospective member schools on December 3, 2020
 - Effort to oppose reporting of disaggregated student attendance data
- Expansion Committee – Ms. Notarfrancesco
 - No charter restrictions/considerations
 - Survey of lottery parents, robust response
 - Funding for expansion dependent on chosen model
 - Middle school configurations
 - Enrollment considerations
 - Next meeting: Thursday, December 3, 2020
- Governance Committee – Ms. Notarfrancesco

- Strategic Planning Meeting: Saturday, January 30, 2021
- Student Data Privacy Committee – Mr. Arndorfer
 - Zoom encryption
 - Drawbacks include no cloud recording or breakout rooms
 - Not necessary for everyday classroom
 - Important for sensitive conversations (e.g. AST coaching)
 - Wall Street Journal article on ransomware attacks
- Building Corporation Liaison – Ms. Diehl

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER – None (next update due January 5th)

ADJOURN – The regular meeting was adjourned at 8:18 p.m.