

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

January 26, 2023

Liberty Common School- Aristotle Campus  
2130 West Horsetooth Drive Fort Collins, CO

**Board members in attendance:**

X	Tricia Diehl
X	Elizabeth Barber
X	Todd Arndorfer
X	Patrick Albright
X	Mindy Story
X	Cindy Skalicky
X	Mark Dollar

**Administration in attendance:**

X	Headmaster Bob Schaffer
X	Principal Torgun Lovely
X	Principal Casey Churchill
X	Principal Sandy Stoltzfus
X	Assistant Principal Kathleen Kearney
X	Assistant Principal Robert Robinson
X	Assistant Principal Jenna Allen
Online	Director of Operations Bev Hanawalt
X	Director of Fundraising Brett Harkey
X	Athletic Director Chris Reynolds
X	Director of Policy and Compliance Sarah Hunt
X	Communication Specialist Kallie Cooper
	Director of Information Technology Sean Lewis

**Signed-in guests in attendance:**

**CALL TO ORDER**

- Approve agenda 6:00PM

**STAFF AND COMMUNITY COMMENT** – (2 minute limit per person)

**ROUTINE BUSINESS**

- Approve Minutes – Regular Meeting-December 15th, 2022  
**PASS: Adopted with no amendments or objections.**

## **DEPARTMENT REPORTS**

- Foreign Language Department Report-

## **ADMINISTRATION REPORT**

- Headmaster Report –

## **UNFINISHED BUSINESS**

- 2023-2024 School Calendar Review- Vote-Ms. Diehl. Tabled from December meeting.  
Motion: Move to approve the calendar for 2023-2024 school year as submitted by the administration.  
Moved: Mrs. Diehl  
Second: Mrs. Skalicky  
Vote type: Roll call  
Result:

Y	Elizabeth Barber
Y	Todd Arndorfer
Y	Mindy Story
Y	Tricia Diehl
Y	Cindy Skalicky
Y	Mark Dollar
Y	Patrick Albright

**PASS: 6-0**



Calendar  
2023-2024.pdf

## **NEW BUSINESS-**

- Designate Public Place Postings-Vote  
Motion: Approve the public locations or the posting of meetings.  
Moved: Tricia Diehl  
Second: Cindy Skalicky  
Vote type: Roll Call  
Result:

Y	Elizabeth Barber
Y	Todd Arndorfer
Y	Mindy Story
Y	Tricia Diehl
Y	Cindy Skalicky
Y	Mark Dollar
Y	Patrick Albright

**PASS: 6-0**

- Appointment for BOD Election Manager-Vote  
Vote not needed.  
Mindy Story appointed with no objections.

- Annual Parent Survey- Ms. Skalicky  
No action needed.
- BOD 3<sup>rd</sup> Quarter Continuing Education- Mr. Arndorfer  
No action needed.
- BOD Meeting Change for February- 2/28/23 (Tuesday due to admin travel to Phoenix).  
No action needed.

### **SUB-COMMITTEE REPORTS-**

- Academic Advisory Committee – None
  - Next meeting February 8<sup>th</sup>. Loose ends: Math textbook, HS Latin curriculum.
- Development Committee – Ms. Skalicky
  - Fundraising total: \$639,420
  - Raise the Torch launch successful
  - CCSP grant
  - Website moving along
  - CCSP, Daniel’s Fund, and Raise the Torch will make it our first million-dollar year for fundraising.
- FAC Committee- Mr. Arndorfer
  - Ongoing work to guarantee that transfers approved by the board are executed.
  - Recommending that a reconciliation of our fund balances be performed against our bank accounts. Now, and on a quarterly basis.
  - Revenue at 46.4%, expenses at 47%.
  - Recommend moving amended budget vote from December to January.
- Policy Committee- Mr. Albright
  - CAC update
  - Parent information/communication
- Governance Committee – Ms. Diehl
- Bylaw and Policy Review Committee-Mr. Albright
  - Review of past policies almost complete, few stragglers.
  - Board will adopt updated policy manual
  - New policy will be proposed: Secretary responsibilities— process for policy updates?
- Parent Education Committee—Ms. Diehl
  - Junto on February 6<sup>th</sup>, starts at 6:30PM.
- Building Corporation Liaison – Ms. Diehl
  - No updates.
- Expansion Committee- Ms. Diehl
  - Board retreat on March 4<sup>th</sup>. Expansion is big piece of this.
    - Morning: Larger expansion committee

- Rest of retreat for spring

**TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER** – Mr. Albright

Recap: Junto and Liberty Lectures. April 24<sup>th</sup>: Post-modernist art, the good the bad and the ugly.  
Megan Salazar and Rex Seiple.

Recap: Internet safety night. Ways to reinforce parents. Parlor night.

Due: February 7th

**ADJOURN**