

Liberty Common FAC– October 18, 2023 Meeting – 5:15pm at Aristotle in Room 232

Or via Zoom: <https://libertycommon.zoom.us/j/89127491019>

Present:

In Person: Noelle Currell, Bev Hanawalt, Bob Schaeffer, Frank Russel, Chris Reynolds, Emily Allen, Eric Reimers, James Ripsom, Casey Churchill, David Diehl, Pete Conrad

Zoom: Robert Robinson, Mark Dollar, David Solowoski, Kathleen Kearney, Sandy Stoltzfus, Brett Harkey

Agenda

1. Review and approve September 2023 FAC Minutes - Minutes approved, no changes
2. New Business
 - a. FY22/23 Final Audit Report - presentation to Board next week
 - b. CASBO Conference
 - i. Key Takaway for group - appropriating entire fund balance allows us to not do a Supplemental budget
 - ii. Reforecasting will continue to occur throughout the year but formal budget does not need to be adopted/presented
 - c. Amended Budget Kickoff
 - i. Key Items: Revenue up ~\$750k v. Adopted budget, currently forecasting expense up \$1M v. Adopted budget
 - ii. Plato and Athletics will require more funds
 - iii. Work ongoing until next FAC; November FAC will review Proposed Budget in more detail
3. Unfinished Business
 - a. none
4. Standard Business
 - a. Monthly Actuals Review (September 2023) - Noelle Currell
 - i. Revenue amounts to be made whole in January
 - ii. **Action Item - Noelle get with Sandy about Plato Carpet replacement**
 - b. Verify BOD finance resolutions executed - Noelle Currell - verified
 - c. Fundraising & Grant Status Update - Brett Harkey
 - i. Question on Summary - what is the pledge amount listed? CCSP grant
1. Action Item - Noelle and Brett to get aligned on numbers
 - d. Review submission compliance checklist - Noelle Currell
 - i. Currently tardy on posting Audited Financials to Liberty Common Financial Transparency website, waiting until Auditor Presentation to the BOD on Thu 16 OCT 2023
5. Future Topics

- a. Expansion Financial Model - Noelle Currell
- b. Debt Reduction Payments - Noelle Currell
- c. Continued Discussion on what FAC should be
- d. Fundraising - Deep dive report on benchmarks for endowments and annual funds

Next meeting: 5:15pm Wed 15 November 2023

HEADMASTER UPDATE



BOD Regular Meeting – THU 26 OCT 2023

Personnel:

- **All Campuses:**
 - **Templeton Honors College.** Mon 23 OCT 2023 | Rep. visiting re: Online graduate programs for faculty.
 - **Benefits Meeting.** Wed 8 NOV 2023 4:00PM | All-employees | LCHS Great Hall.
- **Elementary:**
 - ***Climbing Parnassus* Staff Book Clubs.** Wed 4 OCT 2023 | Gatherings around town. | Led by teacher-leaders.
 - **Plato.**
 - **Social Committee.** Sun 22 OCT 2023 | 3:00-5:00PM | Old Town Putt Putt.
 - **Aristotle:**
 - **3rd-Grade Teacher.** Mon 9 OCT 2023 | **Mrs. Wood** is on medical leave | Securing a long-term sub.
 - **Social Committee.** Staff events:
 - Fri 29 SEP 2023 | Obstacle Brewing | Success.
 - Thu 19 OCT 2023 | Nacho Bar | Success.
 - Fri 20 OCT 2023 | Pizza for staff for P/T Conferences | Success.
- **High School:**
 - **Women's Basketball Coach.** Mon 9 OCT 2023 | **Brad Davis** hired.
 - **Women's Wrestling Assistant Coach.** Fri 15 SEP 2023 | **Gabbie Jones** hired.
 - **Women's Swim Assistant Coach.** Fri 13 SEP 2023 | **Emma Brown** hired.

Enrollment:

- **Elementary:** 24-25 kindergarten | Kinder siblings being enrolled now | Lottery draws have begun for remaining openings.
- **Plato. 2023-24 Enrollment** | 608/610 | Enrollments - one first-grade student from the lottery | Disenrollments: one third-grade student, one fifth-grade student.
 - Kindergarten 88 | Full
 - 1st Grade 85 | -2
 - 2nd Grade 87 | Full
 - 3rd Grade 86 | -1

- 4th Grade 89 | +2
- 5th Grade 86 | -1
- 6th Grade 87 | Full
- **2024-2025 Kindergarten Enrollment Underway. 19 OCT 2023**
 - 49 siblings.
- **Aristotle. 2023-24 Enrollment: 320/330**
 - Kindergarten 75 | -3 Part-time
 - 1st Grade 51 | Full
 - 2nd Grade 51 | Full
 - 3rd Grade 44 | -6
 - 4th Grade 49 | Full
 - 5th Grade 51 | Full
 - **5** students withdrew since Mon 18 SEP 2023.
 - **3** new students have enrolled since Mon 18 SEP 2023.
 - **23** current families have begun enrollment process for incoming kindergarteners for the 24/25 school year.
 - **3** have selected Part-time
 - **20** have selected Fulltime
- **High School. 2023-24 Enrollment | 545/535**
 - 7th 94
 - 8th 93
 - 9th 100
 - 10th 86
 - 11th 93
 - 12th 78
 - **Lottery: 19 OCT 2023 | Listed, eligible for enrollment:**
 - 7th - 28
 - 8th - 30
 - 9th - 11
 - 10th - 7

Growth (BOD Strategic Goal):

Expansion:

- **Task Force. Kearney leading.**
 - **Meeting. Tue 17 OCT 2023 | Success.**
 - **Charter School Growth Fund Webinar. Wed 25 OCT 2023 | Kearney attending.**
 - **Next Meeting. Tue 14 NOV 2023.**

Facilities:

- **Elementary:**
 - **Plato:**
 - **Electric Outlet Installed. Mon 9 OCT 2023 | Salto lock system | Success.**
 - **Sprinkler Blowout. Tue 24 OCT 2023.**
 - **Aristotle:**
 - **Elevator Phone Line. Wed 27 SEP | Line reinstated | Success.**

- **Donated Teacher Desks.** Wed 6 OCT 2023 | Eight delivered from/by local business.
- **Roofing Estimate.** Thu 12 OCT 2023 | New company toured building | Success.
- **High School:**
 - **Teacher Desks Donated.** Tue 3 OCT 2023 | Two used desks donated to school from local business.
 - **Colosseum Banners.** Sat 7 OCT 2023 | Virtue, Motto, and Alma Mater banners installed.
 - **Electrical Estimate.** Wed 11 OCT 2023 | Success.
 - **New Security Camera Installed.** Fri 13 OCT 2023 | Captures view of Circus Agonalis | Success.
 - **Record Board Installed.** Fri 13 OCT 2023 | Location: Palaestra | Success.

Resources (BOD Strategic Goal):

Financial:

- **September 2023 Unaudited Close.** Fri 6 OCT 2023 | Complete.
- **Audit.** Mon 9 OCT 2023 | Final Financials published by **Hoelting**.
- **Colorado League of Charter Schools.** Tue 10 OCT 2023 | Finance Cohort Monthly Meeting | **Currell** attended.
- **New Bank Account.** Wed 11 OCT 2023 | **Currell, Hanawalt** met with bank | New Cash Sweep Account with ~5% interest created.
- **Amended Budget.** Wed 11 OCT 2023 | **Currell** completing.
- **FAC Meeting.** Wed 18 OCT 2023 | Success.
- **CDE Grants Management 101 Training.** Thu 19 OCT 2023 | **Currell** attended | [DETAIL LINK](#).

Advancement:

- **Raise the Torch Contributions Received.** Fri 15 SEP 2023 | \$182K
- **Total Contributions Received 23-24.** Sat 30 SEP 2023 | \$213K
- **Total Contributions Pledged 23-24.** Sat 30 SEP 2023 | \$676K
- **In-Kind Gifts Received 23-24.** Sat 30 SEP 2023 | \$18K
- **Capital Campaign Feasibility Study.** Thu 12 OCT 2023 | Final report delivered | Recommendation: \$2M goal for junior-high phase | Recommendation: Prioritize donor visits | Recommendation: focus on Annual Fund, donor clubs, subscription giving | Recommendation: Invest in development operations.
- **CCSP Grant.**
 - **Monthly Check-In Call.** Tue 10 OCT 2023 | **Harkey, Currell, Churchill** attended.
 - **Year-1 Progress Report.** Fri 13 OCT 2023 | Delivered.
 - **CSSI Site Visit.** Mon 23 OCT - Wed 25 OCT 2023 | Aristotle campus.
- **School-Nurse Professional-Development Grant.** Won | \$5K.
- **BEST Grant.** Mon 8 JAN 2024 | Application opens | Research underway now | Deadline Mon 5 FEB 2024 | Funding target: Junior-hHigh capital-construction costs.

Communication (BOD Strategic Goal):

Special Projects.

➤ Internal:

- **2023–2024 School Profile.** Mon 2 OCT 2023 | Updated [DETAIL LINK](#).
- **Giving and Fundraising Website.** Tue 17 OCT 2023 | Design review complete | Mobile review set to be completed | Success.
- **2023–2024 Infographic.** Thu 19 OCT 2023 | Success.

➤ External:

- **Direct Mail.** Fri 20 OCT 2023 | Postcard advertising public-information nights mailed | Success.

Ongoing Tactics:

➤ Paid Media. Mon 18 SEP–Mon 1 OCT 2023 | Festival of Ideas promo | Social-media ad.

➤ Earned Media:

- **In Print.** Mon 2 OCT 2023 | *The Coloradoan* | **Allori** win at The Summit Stinger | [MEDIA LINK](#)
- **In Print.** Wed 4 OCT 2023 | *The Coloradoan* | LCHS Womens volleyball defeats Timnath | Photo-spread | [MEDIA LINK](#).

➤ Outreach.

- **Candidate Tour.** Fri 29 SEP 2023 | Plato | **Cherrie Brown** | School board candidate in Holyoke, Colo.
- **Public-Info Night.** Tue 3 OCT 2023 | Aristotle | Success.
- **AMC Mentoring Meeting.** Wed 4 OCT 2023 | Success.
- **Friedman Leadership.** Fri 6 OCT 2023 | NOCO charter leaders convene | Success.
- **Merit Academy.** Tue 10, Wed 11 OCT 2023 | Woodland Park charter delegation visited, toured | Multi-campus | Success.
- **Public-Info Night.** Tue 16 OCT 2023 | Aristotle | Success.
- **Caprock Core Knowledge.** Wed 18 OCT 2023 | Caprock Academy from Grand Junction, CO delegation visited, toured | Aristotle | Success.
- **Grandparents-Day Invitations.** Thu 19 OCT 2023 | Mailed.
- **Parker Core Knowledge.** Thu 26 OCT 2023 | Parker Core Knowledge charter delegation visited, toured | Aristotle | Success.
- **Public-Info Night.** Mon 13 NOV 2023 6:30PM | LCHS Great Hall.
- **Friedman Leadership.** Fri 17 NOV 2023 | NOCO charter leaders convene.
- **Parent Documentary.** Fri 17 NOV 2023 | Documentary on **Mrs. Erin Lee** debut | [DETAIL LINK](#).
- **Grandparents Day.** Tue 21 NOV 2023.

Academic:

➤ All Campuses:

- **Storyteller.** Fri 6 OCT 2023 | **Jim Weiss** consulting faculty/classrooms | [DETAIL LINK](#) | Success.
- **Unified Improvement Plan.** Wed 11 OCT 2023 | Submitted to PSD and Colorado Department of Education | Biennial state requirement.
- **Parent-Teacher Conferences.** Fri 20 OCT 2023 | Success.

➤ Elementary, Both:

- **Classroom-Curriculum Celebration Days.**

- **Third-Grade Roman Day.** Fri 13 OCT 2023 | Success
- **Second-Grade Greek Agora.** Thu 26 OCT 2023.
- **Kindergarten Nursery-Rhyme Day.** Fri 27 OCT 2023.
- **First-Grade Egyptian Day.** Fri 27 OCT 2023.
- **Fourth-Grade Medieval Day.** Fri 27 OCT 2023.
- **3rd- , 4th-Grade Music Concerts.** Tue 7 NOV 2023.
- **5th-Grade-Parent Roundtable.** Mon 27 NOV 2023.
- **Plato:**
 - **Math League.** Tue 17 OCT 2023 | **Mrs. Robinson**, 4th grade - 22 students | **Mrs. Hickman**, 5th grade - 20 students.
 - **Sixth-Grade Stargazer Lab.** Wed 18 OCT 2023 | Planetarium experience led by **Mr. Ken Vetter** | Success.
 - **Fifth-Grade Parent Roundtable.** Tue 28 NOV 2023 | **Connie Behr** Memorial Library.
 - **AST Caseload.** 78 students | 12.7% of population.
 - 9 - Individualized Education Plans (IEP)
 - 1 - English Language Development Plans (ELD)
 - 18 - Section 504 Plans (504)
 - 4 - Read Act Plans (READ)
- **Aristotle:**
 - **Math League.** Tue 17 OCT 2023 | **Mr. Ronen** leading for grades 4 and 5.
 - **AST Caseload.** 66 students | 20% of population.
 - 17 w/ IEP.
 - 4 ELD plans.
 - 3 504 plans.
- **High School:**
 - **Classical Learning Test.** Tue 3 OCT 2023 | Administration of CLT10 for all sophomores | Success.
 - **PSAT/NMSQT Test.** Tue 3 OCT 2023 | Administration for all juniors | Success.
 - **ASCENT Program.** Wed 11 OCT 2023 | AAC briefing.
 - **6th-Grade Parent-Information Night.** Tues 28 Nov 2023 | LCHS Great Hall.
 - **8th-Grade Parent Roundtable.** Wed 29 Nov 2023 | Stoa.

Safety/Security:

- **Threat-Assessment Training.** Mon 2 OCT 2023 | **Mrs. Stoltzfus, Dr. Robinson, Mr. Churchill** attended | PSD-led | Success.
- **Speed Signs.** Tue 3 OCT 2023 | Installed | Success.
- **Heightened Security.** Fri 13 OCT 2023 | Increased parent presence | Success.

Athletics/Co-Curricular:

- **Junior-High Girls' Cross Country.** Wed 27 SEP 2023 | League champions.
- **Junior-High Boys' Soccer.** Wed 27 SEP 2023 | League champions.
- **Junior-High Boys' Basketball.** Mon 9 Oct 2023 | Season underway.
- **Men's Wrestling.** Mon 13 Nov 2023 | Season underway.
- **Women's Wrestling.** Mon 13 Nov 2023 | Season underway.
- **Men's Basketball.** Mon 13 Nov 2023 | Season underway.

- **Women's Basketball.** Mon 13 Nov 2023 | Season underway.
- **Women's Swim and Dive.** Thu 30 Nov 2023 | Season underway.

Student Life:

- **All-School:**
 - **Parent The Love and Logic Way.** Mon 16 OCT - Mon 13 NOV | Led by **Mrs. Stoltzfus** | 27 parents | All three campuses.
- **Elementary:**
 - **Both:**
 - **Individual-Student Photos.** Fri 29 SEP 2023
 - **Drug, Alcohol Ed.** Mon 2 OCT 2023 | Success.
 - **Talent Show.** Fri 13 OCT 2023 | Plato, Aristotle | Success.
 - **Favorite-Poem Project.** Fri OCT 27 2023 6:00PM | LCHS Great Hall.
 - **3rd- and 4th-Grade Concert.** Tue 7 NOV 2023
 - **Canned-Food Drive.** Mon 13 - Fri 17 NOV 2023 | Coordinating with LCHS | Donation to Salvation Army.
 - **Grandparents Day.** Tue 21 NOV 2023 | Morning.
 - **Self-Control Assembly.** Mon 27 NOV 2023.
 - **Plato:**
 - **Fall Festival.** Fri 29 SEP 2023 | Success.
 - **Responsibility Assembly.** Mon 30 OCT 2023 | **Paige Gowing**, Plato Librarian.
 - **Guidon Update.** Guidons being adorned for displays of exceptional character | Student buy-in high.
 - **Hearing, Vision Screening.** Fri 10 NOV 2023
 - **Discipline Update.** Q1 Total : 31 | 2 - Inappropriate language, 13 - Inappropriate behavior, 4 - Dishonesty, 8 - Hitting, 4 - Disrespectful behavior.
 - **Aristotle**
 - **Roman Day.** Fri 13 OCT 2023 | Success.
 - **Responsibility Assembly.** Mon 30 OCT 2023 | LCHS Junior, **Gavin Flores** to discuss guidon Eagle-Scout project.
 - **Hearing, Vision Screening.** Fri 17 NOV 2023
 - **Discipline Update.** Total: 5 as of Mon 16 OCT 2023 | 3 - inappropriate speaking/drawing | 1 - Hitting | 1 - Tardy.
- **High-School:**
 - **Lyceum.** Thu 28 SEP 2023 | Success.
 - **Senior Breakfast.** Tue 3 OCT 2023 | Success.
 - **Powder Puff, Peach Fuzz.** Fri 6 OCT 2023 | Success.
 - **Homecoming Pep Rally.** Thu 12 OCT 2023 | Success.
 - **Junior-High Sports Night.** Fri 13 OCT 2023 | Success.
 - **Homecoming Dance.** Sat 14 OCT 2023 | Success.
 - **Fall-Instrumental Concert.** Mon 16 OCT 2023 | Success.
 - **Fall-Choral Concert.** Wed 18 OCT 2023 | Success.
 - **Parent/Teacher Conferences.** Fri 20 OCT 2023 | Success.
 - **Junior-High Lyceum.** Wed 25 OCT 2023 2:15PM | LCHS Colosseum.
 - **High-School Lyceum.** Thu 26 OCT 2023 2:15PM | LCHS Colosseum.

- **Junior-High Canned-Food Drive Kick-Off.** Fri 10 Nov 2023 6:30PM | LCHS Great Hall.
- **Family Fall Harvest.** Fri 17 Nov 2023 5:30PM | LCHS Great Hall.
- **Grandparents Day.** Tue 21 Nov 2023 12:30PM-3:15PM | LCHS Great Hall.
- **Discipline Update.** Totals to date:
 - Tardy: 289
 - Dress Code: 118
 - Skiving: 20
 - Gum: 34
- **Discipline Case.** A junior-high student conducted an online search for inappropriate terms while in history class and made sexually oriented comments in several classes. The student served two days of out-of-school-suspension, wrote apology letters, and completed a Capstone-research project.
- **Discipline Case.** Two high-school students intentionally microwaved items for an extended period of time in the school microwave causing permanent damage to the microwave. The students served detentions, wrote apology letters, completed a Capstone-research project, and split the cost of replacement of the microwave by performing community service at the high school.
- **Discipline Case.** A high-school student made sexually oriented comments to a student in the hallway. The student served detentions, wrote apology letters, and completed a Capstone-research project.
- **Discipline Case.** A high-school student left school without parental permission out of a side door during school hours. The student served one in-school-suspension day.
- **Discipline Case.** A high-school student left school without parental permission out of a side door during school hours. The student served one in-school-suspension day.
- **Discipline Case.** A high-school student engaged in a verbal altercation that led to a physical altercation with a student from another school. The student served one out-of-school-suspension day.
- **Discipline Case.** A junior-high student threw a hard object from the first floor to the second floor with force, nearly hitting two staff members. The student served detentions, wrote apology letters, and completed a Capstone-research project.
- **Discipline Case.** A high-school student brandished a pocket tool in the hallway to a friend, and separately initiated a physical altercation with another high-school student. The student served three days of out-of-school suspension, wrote apology letters, and completed a Capstone-research project.
- **Discipline Case.** A high-school student engaged in a verbal altercation with another student, which he then escalated to a physical altercation. The student served two days of out-of-school suspension, wrote apology letters, and completed a Capstone-research project.
- **Discipline Case.** A high-school student used a cheat sheet to look up answers for a Western Civilization quiz. The student served detentions, wrote apology letters, and completed a Capstone-research project.
- **Discipline Case.** Two high-school students forcefully threw a volleyball at the ceiling tile at Plato campus during a high-school event, causing permanent

damage. The students served detentions, wrote apology letters, completed a Capstone-research project, and split the cost of the damage by performing community service at the Plato campus.

Operations:

- **State Student Count.** Submitted official count numbers-1475: Aristotle:323, Plato: 608, High School: 544.
- **CJIS Audit.** Wed 11 OCT 2023 | Non-criminal justice agency | Success.
- **Benefit Insurance.** Wed 8 NOV 2023 | Rollout | Broker consulted | Plan selected.
- **Transportation.** New bus ordered with CCSP-grant money | Expected delivery JUN 2024.
- **Flu/COVID Clinic:** Mon 23 OCT 2023 8:00AM-10:00AM (Plato) | Mon 23 OCT 2023 11:00AM-1:00PM (Aristotle) | Mon 23 OCT 2023 2:00PM-4:00PM(LCHS) | Flu/COVID vaccines offered for interested employees.
- **Health.**
 - **EpiPen Training.** Wed 27 SEP 2023 | **Natalie Dybzinski** trained **Mrs. Hanna** | Success.
 - **State Illness Guidelines.** Fri 29 SEP 2023 | Updated | [CLICK HERE](#).
 - **CPR/First-Aid Training:** Tue 10 OCT 2023 | 14 employees | Success.
 - **Medication Audits:** Tue 16 OCT 2023 | 1st-quarter check-in | Success.
 - **Immunizations.** Wed 1 NOV 2023 | State-immunization deadline | efforts ongoing.
 - **All Health-Tech, RN Quarter 2 Meeting.** Thu 2 NOV 2023.
 - **Student-Health Trainings, Meetings, 504 Plans** | Ongoing.
 - **Colorado Association of School Nurses Conference.** Fri 3 NOV - Sun 5 NOV 2023 | **Natalie Dybzinski** attending.
 - **Vision-and-Hearing Screening.** Thur 9 NOV 2023: LCHS; Fri 10 Nov 2023:
- **CSSI CCSP Grant Audit.** Mon 23 - Wed 25 OCT 2023 | Success.
- **Information Technology:**
 - **CCSP-Funded Servers.** FRI 13 OCT 2023 | Ordered and shipped.
 - **CCSP-Funded Chromebooks.** Tue 17 OCT 2023 | Delivered.

Political/Policy/Compliance:

- **PSD.**
 - **Candidate Forum.** Tue 3 OCT 2023 | Student-led | Success.
 - **Charter Meeting.** Fri 6 OCT 2023 | Convened by **Sup. Kingsley** | Leaders of all PSD-authorized charters | **Stoltzfus, Churchill, Robinson, Schaffer** attended | Success.
- **State.**
 - **CDE “Equity Convening.”** Wed 27 SEP 2023 | Denver | **Harkey** attended | Required for CCSP grant | [DETAIL LINK](#).
 - **Tour.** Mon 2 OCT 2023 | **State Rep. Cathy Kipp** | Aristotle campus, lunch.
 - **AMC Mentoring Meeting.** Wed 4 OCT 2023 | **Mr. Churchill** participated | Success.
 - **Tour.** Fri 13 OCT 2023 | [Terri Croy Lewis](#) CSI Executive Director | Aristotle Campus.
- **CAC.**

- **“Leadership Summit.”** Mon 9 OCT 2023 | League’s 2023 annual event | **Kearney, Schaffer, Churchill** attended | [DETAIL LINK](#) | Success.
 - **Legislative-Planning Meeting.** Tue 10 OCT 2023 | State Capitol | [Rep. Mike Lynch](#), [Rep. Anthony Hartsook](#), [Sen. Paul Lundeen](#), Lobbyist **William Mutch, Hunt, Schaffer** | Success.
- **National.**
- **Summit.** Wed 27 SEP 2023 | [AEI’s CERN](#) Annual Summit | Telecon | **Churchill, Schaffer, Allen** (other admin) participated | [DETAIL LINK](#) | Success.
 - **Expansion Legislation.** Wed 18 OCT 2023 | **Sen. Michael Bennet**, et al, introduced legislation allocating new Charter School Program grant funding for pre-planning grants | [DETAIL LINK](#).

END OF REPORT

**LIBERTY COMMON SCHOOL
BOARD OF DIRECTORS MEETING
BUSINESS MEETING**
September 28, 2023

MINUTES

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

Board members in attendance:

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

Administration in attendance:

X	Headmaster Bob Schaffer
X	Principal Robert Robinson
X	Principal Casey Churchill
X	Principal Sandy Stoltzfus
X	Assistant Principal Kathleen Kearney
X	Assistant Principal Jenna Allen
X	Assistant Principal Chris Reynolds
	Dean of Students Tiffany Burgess
X	Director of Operations Bev Hanawalt
X	Director of Advancement Brett Harkey
X	Director of Finance Noelle Currell
X	Athletic Director Franklin Russell
X	Director of Policy and Compliance Sarah Hunt
	Communication Specialist Kallie Cooper
X	Director of Information Technology Sean Lewis

PLEDGE OF ALLEGIANCE

CALL TO ORDER

- Approve agenda 6:01PM
- Agenda approved with no objections.

STAFF AND COMMUNITY COMMENT – (Two-minute limit per person)

ROUTINE BUSINESS

- Approve Minutes – Regular Meeting – August 31, 2023
Adopted with no objections.

DEPARTMENT REPORTS

- Engineering and Computer Science Department Report – Ms. Lannen
- Science Department Report – Mr. Stefanovic’

ADMINISTRATION REPORT

- Headmaster Report – Mr. Schaffer

UNFINISHED BUSINESS

- Approve AAC Voting Members 2023-2024 Year – Vote - Ms. Barber

Motion: Move to approve 2023-2024 AAC membership as submitted,

Moved: Mrs. Barber

Second: Mrs. Skalicky

Vote type: Roll call

Result:

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

RESULT: 6-0



2023-2024 AAC
Voting Membership.

- Filling Vacancy for Board of Directors – Ms. Story
Two candidates address the board:
Elizabeth Timpe
Pete Conrad

Vote for appointment will occur next week (week of October 2nd), likely a Zoom meeting.

NEW BUSINESS

- Audit Update – Ms. Currell and Mr. Dollar
- Fund 43 Capital Projects Resolution – Vote – Mr. Dollar

Motion: Move to approve the Fund 43 transfer.

Moved: Mr. Dollar

Second: Mr. Arndorfer

Vote type: Roll call

Result:

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

RESULT: 6-0



2023.09.28 BOD
Resolution - Fund 43

- CCSP Year 2 Budget Resolution – Vote – Mr. Dollar

Motion: Move to request appropriation of monies to be received by the state of Colorado for the Colorado Charter School Programs (CCSP) grant year 2 funding.

Moved: Mr. Dollar

Second: Mrs. Barber

Vote type: Roll call

Result:

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

RESULT: 6-0



2023.09.28 BOD
Resolution - CCSP Ye

- Review LCS/LCHS 2022-23 Standardized Testing Report (NWEA, SAT, PSAT, AP and CMAS) – Mr. Churchill, Ms. Stoltzfus and Mr. Robinson
- Approve Updated List of School Security Officers – Vote – Mr. Dollar

Motion: Move to approve the list of school security officers.

Moved: Mr. Dollar

Second: Mr. Arndorfer

Vote type: Roll call

Result:

Y	Todd Arndorfer
Y	Elizabeth Barber
Y	Patrick Albright
Y	Mark Dollar

Y	Cindy Skalicky
Y	Mindy Story

RESULT: 6-0



Security Team
2023-24.pdf

- Discuss ASCENT program for Liberty – Mr. Schaffer
- Board Committees Present Annual Goals Pursuant to Strategic Plan

SUB-COMMITTEE REPORTS

- Security Committee - Mr. Dollar
- Academic Advisory Committee – Ms. Barber
- Advancement Committee – Ms. Skalicky
- Financial Accountability Committee - Mr. Dollar
- Policy Committee - Mr. Albright
- Governance Committee – Mr. Arndorfer
- Parent Education Committee - Ms. Story
- Building Corporation Liaison – None
- Expansion Committee - Mr. Arndorfer

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER - Ms. Story

- Due to Ms. Cooper Oct 10
 - Candidate forum
 - Introduce new board member
 - CCSP grant

ADJOURN

Adjourn: 8:47PM

**LIBERTY COMMON SCHOOL
BOARD OF DIRECTORS MEETING
SPECIAL MEETING**
October 9, 2023 4:00pm

via Zoom
<https://libertycommon.zoom.us/j/3506963601>

All attendance is online on a Zoom meeting.

Board members in attendance:

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

Administration in attendance:

X	Headmaster Bob Schaffer
X	Principal Robert Robinson
	Principal Casey Churchill
	Principal Sandy Stoltzfus
	Assistant Principal Kathleen Kearney
	Assistant Principal Jenna Allen
	Assistant Principal Chris Reynolds
	Dean of Students Tiffany Burgess
	Director of Operations Bev Hanawalt
	Director of Advancement Brett Harkey
	Director of Finance Noelle Currell
	Athletic Director Franklin Russell
	Director of Policy and Compliance Sarah Hunt
	Communication Specialist Kallie Cooper
	Director of Information Technology Sean Lewis

CALL TO ORDER

- Approve agenda 4:00PM

NEW BUSINESS

- Fill Vacancy for Board of Directors – Vote – Ms. Story

Motion: Move to appoint Elizabeth Timpe to fill board vacancy.

Moved: Mrs. Barber.

Second: Mr. Albright

Vote type: Roll call

Result:

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

RESULT: 6-0

ADJOURN

Adjourn at 4:25PM.

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

October 26, 2023

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

PLEDGE OF ALLEGIANCE

CALL TO ORDER

- Approve agenda 6:00PM

STAFF AND COMMUNITY COMMENT – (Two-minute limit per person)

NEW BUSINESS

- Swear in New BOD Member – School and State Oaths – Mr. Arndorfer

ROUTINE BUSINESS

- Approve Minutes – Regular Meeting – September 28, 2023
- Approve Minutes – Special Meeting – October 9, 2023

DEPARTMENT REPORTS

- English Department Report – Mr. Dybzinski
- Library/Literary Review Report – Ms. Gowing

ADMINISTRATION REPORT

- Headmaster Report – Mr. Schaffer

UNFINISHED BUSINESS

-

NEW BUSINESS cont'd

- Final 2022-23 Audit Report – Ms. Currell and Hoelting
-

SUB-COMMITTEE REPORTS

- Security Committee – Mr. Dollar
- Academic Advisory Committee – Ms. Barber
- Advancement Committee – Ms. Skalicky
- Financial Accountability Committee – Mr. Dollar
- Policy Committee – Mr. Albright
- Governance Committee – Mr. Arndorfer
- Parent Education Committee – Ms. Story
- Building Corporation Liaison – None
- Expansion Committee – Mr. Arndorfer

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER -

- None

ADJOURN



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LCS English Department Presentation to the BOD

- Jared Dybzinski, Jeremy Tullius, Mary Renstrom, Lander Hultin, Renee Perschau, and Natalie Scarlett (LCHS)
- Elissa Hersh (LCS – Plato) and Cherie Pedersen (LCS – Aristotle)

October 26, 2023

Program Guiding Philosophy

Program Guiding Philosophy

- We believe a beautiful, artistic paragraph or poem about something or someone can be more true than a mere newspaper account giving the bare facts about that thing or person. We thus believe great literature helps us see more fully and accurately what is already there. And, oh how we need this...

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Program Guiding Philosophy

- In seventh grade we need to feel tortured with Dr. Jekyll as he thinks about his horrific exploits the previous night as Hyde before we can more soberly accept that if we give evil an inch, it will take a mile. In eighth grade we need to sing sadly “For Auld Lang Syne” with old Eben Flood before we can more empathetically realize what it feels like for people to outlive their lives. In ninth grade we need to be on Calypso’s island with Odysseus and shed tears with him as he looks in the direction of Ithaca before we can more fully appreciate the word “home.” In tenth grade we need to scheme with Sydney Carton as he takes Charles Darnay’s doomed place in the cell before we can more fully believe in the redemptive power of loving sacrifice. In eleventh grade we need to stand alone with Gatsby as his dream is shattered and he keeps vigil over nothing before we can more fully feel the emptiness of selling out for a self-determined (and thus vulgar) purpose and hope and beauty.

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Program Guiding Philosophy

- So, we believe infinitely more is at stake in our department than continued impressive test scores. We know each day in our classes—each day in our texts—can be a confrontation with truth, beauty, goodness, and perfection. The skills of composition and literacy are a means to this end—a means to this confrontation. We will continue to teach those skills, but we will teach them with the end in mind. With so much riding on such confrontations, it is vital the text confronting the student is worth it, able to stand up to the desires and purpose of the precious life waiting to be moved. We are committed to the great works—the works reminding us what drives tragedies and comedies and consequently reminding us our own lives can end up tragically consumed by the conflict in our hearts or comically triumphant through the healing of our hearts.

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- We are committed to the great works which show life is more than survival and gland responses, that the truth and beauty and goodness in our school's definition of wisdom (posted in every classroom) are not utopian dream words. They are real and fiery—given shape by the great works' full and empty characters and plots, and given vibrancy through precise and fertile language. We know reading the great works does not automatically produce an inclination towards the Good, but we have experienced the part they can play in that journey, and so have our students.

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Describe Program Continuity K-12

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- One thing the K-2 team has been working on this fall in literacy is putting together a document for each grade level that shows the details of every single literacy program we use, and which parts we use of each. Since the perfect language arts program does not seem to exist, we have picked the best pieces of many different programs over the years. This has proven to be a challenge to pass along clearly to other schools when we are asked about our literacy program. We also want to have something documented for ease of use for new teachers and across campuses. There is a reason that we don't use all of Open Court, only Riggs and nothing else, etc. We don't want to lose that information as teachers retire. This is a work in progress and the end product might be something like a K-6 spreadsheet and/or grade-level literacy binder.

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Describe Program Continuity K-12 (continued)

- Cherie Pedersen mentions how hard teachers have been working to keep continuity between the two elementary campuses.
- Some grade level teams are meeting on Zoom to keep teams aligned. Other teams have a Cherie or a Steve Ronen who moved over, so they don't have to have the same level of intentional meetings/procedures to coordinate.
- Having an electronic gradebook helps with coordination.
- Fifth grade has set up a system of covering for each other so teachers can travel and observe class at the other campus.

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Describe Program Continuity K-12 (continued)

- Mrs. Perschau (7th grade) says the elementary teachers continue to do a great job of building on the writing skills that set up our Liberty students for success in writing. She's already seen the students' interest in improving their writing through a thorough study of grammar and applying a teacher's writing feedback to their subsequent assignments. They are showing their aptitude for expressing their thoughts, opinions, and knowledge on topics she covers in class.
- In anticipation of expansion and the need for coordination and unity, Mrs. Perschau went ahead and updated the unit organizers for seventh grade core English class.

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Significant Trends in Test Results

Significant Trends in Test Results (NWEA)

- Our NWEA scores across LCS and LCHS continue to be solid.
- Please refer to the principals' schoolwide data report for information on our K-6 CMAS and NWEA scores.
- Our 7th-11th grades' fall reading median percentiles range from 78 to 88, with an average class median percentile of 82.
- Our 7th-11th grades' fall language usage median percentiles range from 87 to 95, with an average class median percentile of 90.

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Significant Trends in Test Results (PSAT/SAT)

- Our SAT score from the spring of 2023 was second in the state, and that is of course worth celebrating. 99% of our students met the evidence-based reading and writing (EBRW) benchmark. Our EBRW score (633) was third in the state.
- Also, this cohort (the class of 2024) gained more EBRW ground from PSAT 10 (spring of 2022) to SAT (spring of 2023) than all the other competing schools besides Vanguard. Our percentage scale score (score/760 on PSAT and score/800 on SAT) was 77.76 on the PSAT 10 and jumped to 79.13 on the SAT. This 1.37 jump is greater than Ridgview (.1 growth), D'Evelyn (.07 loss), Golden View (.58 loss), and Stargate (.59 loss). Vanguard grew 2.
- Thus, we can celebrate that this class not only ranked high in the state in EBRW, but that they grew more their junior year than most of the other high achieving junior classes in the state.
- Our current juniors were second in the state on the EBRW portion of the PSAT 10 last spring.
- Our current sophomores were fifth in the state on the EBRW portion of the PSAT 9 last spring.
- It will be interesting to see how our juniors performed on this month's PSAT test.

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Key Accomplishments Supporting Guiding Philosophy

Key Accomplishments Supporting Guiding Philosophy

- **Accomplishments -- Elementary School**

- Much of the content on the continuity slides counts as accomplishments and is well worth celebrating. Working hard and being successful in maintaining high standards and unity across campuses is a great feat.
- Amy Robinson (4th grade) was bribing her class with the reward being more *Pollyanna* reading time—every kid, boy and girl alike, was motivated and excited by this offer. Let that sink in!
- Cherie's class just finished *Charlie and the Chocolate Factory*. Some were making the connection between Charlie's opening of the wrapper with a character in an Open Court reader where a character was cherishing something. Other students made another connection with another story where someone in a library was opening a book very carefully. This is living, vibrant proof of the sort of “webbing” Liberty's founders envisioned with our literacy policies and our thinking framework.

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Key Accomplishments Supporting Guiding Philosophy

- **Accomplishments -- High School**

- Mr. Hultin has a large class for Classical Philosophy this year. It is encouraging to see the students study Socrates and actually engage his philosophy through discussion. Some students are even buying their own copies of the books in order to annotate and engage with them more.
- 8th Graders are already engaging in high level Socratic seminars about *To Kill a Mockingbird*, discussing ideas such as what kind of world the characters live in. Who is successful in that world? Who is good? Are they the same thing?

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Key Accomplishments Supporting Guiding Philosophy

- **Accomplishments -- High School (continued)**

- Mrs. Scarlett is making great efforts to observe and network with fellow writing teachers at other successful schools (Vanguard, Ascent, Colorado College).
- Several of Mrs. Scarlett's Comp. II students went ahead and took the AP Lang/Comp. test in May and scored very well. This is a testimony to our composition training and the level of our students. We want to keep pushing alternative ways to get more college credit.
- Relatedly, our desire to push AP Lang/Comp. was successful. Mrs. Renstrom has a much more healthy-sized class this year.
- Mr. Dybzinski is enjoying the high level of discussions with this year's juniors. They are not just offering great insights about deep topics (a recent intriguing question was "In what way can beauty bring us home?"—from Poe's "To Helen"), but they are also listening well to each other and making sure their own thoughts take into account the comments preceding them.
- AP English Literature scores at 3 or above: 100% (10 fives, 10 fours, 4 threes). Mean: 4.25!

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Goals & Top Concerns

Key Accomplishments Supporting Guiding Philosophy

- Concerns
 - The school is growing. Not only have we been expanding (which will affect the 7th-12th grades in coming years), but we have also been retaining more students (our junior class, for example, is by far our largest junior class we have ever had). This is good news, but it comes at a cost. Increased students means teachers have to be more strategic to have worthwhile discussions and keep everyone engaged. Increased students correlate with increased academic support plans (and all the increased cognizance/workload that goes with those). Increased students means English teachers have to lower their grading standards to get the stack of papers back in a reasonable amount of time.

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Key Accomplishments Supporting Guiding Philosophy

- Concerns (continued)
 - AI is a daunting, real concern. We are already catching students using it for English assignments. Tools exist to try to spot it, but those same tools help students doctor their papers to pass the AI tests. We English teachers consistently talk about strategies to deal with this. Mrs. Renstrom (9th grade) offers one potential strategy: “The solution to the problem of potential plagiarism and general intellectual laziness is simply to return to some very old-fashioned methods. In 9th grade I implemented in-class, timed essays using ‘blue-books.’ While this was occasionally done in the past to help jump-start students for their future AP exams, I may use it exclusively in this new AI world. Students begin by completing a thesis worksheet, and then transfer that information to a formal alpha-numeric outline. During the timed writing session, they have access to these materials. To ensure that students have the necessary skills with mechanics and typing, once students have completed writing an essay, they can still use the computer to type the final essay and revise and make the corrections indicated by the teacher on the hand-written essay.”

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Key Accomplishments Supporting Guiding Philosophy

- Goals
 - We want to avoid burnout/failure by letting our content push our own hearts to what is truly beautiful. We cannot pass on what we do not possess. We cannot model what we lack. This goal was in the presentation last year, but it is an abiding goal, and I want to leave it in as reminder for the whole department.
 - It has been a long time since the elementary teachers (especially 4th-6th grade) had direct, intensive grammar training. Mr. Dybzinski would like to find a way to offer this in a crash course (an hour or hour and half) sometime at the beginning of next year to get everyone on the same page.
 - We want to emphasize the invention stage in the compositional/rhetorical process. We are finding that it is common for students to give too little time to this step and instead move on to developing a thesis and structure and drafting before they really have thought deeply and widely about the potential evidence and directions they could go.

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Key Accomplishments Supporting Guiding Philosophy

- Goals (continued)
 - We want to keep evaluating our courses and cutting any fluff, limiting homework where we can, and making sure we are teaching the best of the best. As an example of this, Mr. Dybzinski has proposed replacing *The Red Badge of Courage* with *The Old Man and the Sea*. He is also switching out a Melville short story for excerpts from *Moby Dick*. Fewer pages...higher quality. These are the sorts of changes we want to make department wide—tweaks, really—that keep us growing and not resting on our laurels.
 - Mrs. Perschau made another helpful tweak to her course. She explains, “Last year 7th graders studied Anne Frank’s *Diary of a Young Girl* in the third quarter rather than the last quarter. This allowed them to not only study the autobiographical work during the nonfiction unit but also end the school year on a more upbeat note. This was very successful as I was able to rewrite the prompt for their research paper to supplement the study of Anne’s diary with the impact of the diary on societies around the world.”

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Additional Information

Additional Information

- Thank you for your support. Thank you for your hours of service. Thank you for being excited about this vision with us. We love “holding the line” with you in believing beauty and truth and goodness are not just ethereal ideas and that some texts are more beautiful than others—that the Great Tradition is worth passing on through humble engagement, not mere preservation.

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Questions?

→ libertycommon.org

Jared Dybzinski

LCHS English Teacher and English
Department Head

jdybzinski@libertycommon.org

CONNIE BEHR MEMORIAL LIBRARY, LIBRARY OF ALEXANDRIA, AND LITERACY REVIEW TEAM PRESENTATION TO BOD

10.27.2022

Paige Gowing, Plato Librarian and LRT
President

Kristen Hockel, Aristotle Librarian

Program Guiding Philosophy

- The Great Books List
- Purchasing books that support The Good, The True, and the Beautiful
 - Common Sense Media
 - Focus on the Family
 - Good Reads
- “No app to replace your lap”
- Parent Education about the necessity and gift of The Great Books Lists—really gearing up to pour time and energy into this the 23-24 school year with Aristotle’s librarian
- “Children need specific illustration of what is good and bad so that what is morally right and wrong can be known and promoted. Through the power of imagination children become vicarious participants in a story; they share in a hero's choices and challenges and identify with his suffering and triumph. Because a child's allegiances are based not so much on right versus wrong, but on who arouses his sympathy and who his antipathy, it is important to choose stories in which virtue wins over vice, as in fairy tales and other classic works. Frequent and strong identification with virtuous and victorious heroes allow children to rehearse and strengthen their commitment to goodness.”

Key accomplishments that support guiding philosophy

- **Accomplishment Elementary School Libraries**

- Expansion
 - 1/3 of the Plato collection went to Aristotle
 - Aristotle's library has grown slightly with a projection to almost double this school year
 - Aristotle Library outfitted with brand new circulation desk, shelves, tables, and chairs
- Grant Money
 - Paige worked with business services to order and deliver all books for the Aristotle campus classrooms
 - Placed orders for Aristotle classrooms throughout the year

Book Fairs:

- 2020 Scholastic Fair: \$14,000
- 2021 Usborne Fair: \$5,000
- 2022 Scholastic Fair: \$16,193.00
- Aristotle 2022 Scholastic Fair: \$5,842.00
- Plato 2023 Scholastic Fair: \$17,593.00
- This year we will be doing a Barnes and Noble Book Fair in store Nov. 18 for both campuses

Key accomplishments that support guiding philosophy cont.

- **Literacy Review Team**

- Paige Gowing, Plato Librarian (President)
- Amy Clemens, Music (Secretary)
- Jenna Allen, Assistant Principal
- Elizabeth Howe, 4th Grade
- Kat James, 3rd Grade
- Added the following titles for the 23-24 school year:
 - The Great Turkey Walk
 - Each Little Bird That Sings
 - A Girl of the Limberlost
 - The Miraculous Journey of Edward Tulane
 - The Mysterious Benedict Society
 - The Girl Who Drank the Moon

Top Concerns/Help Needed

- Aristotle Volunteers
 - Consistency, dependability
- New desk and storage
 - Plato desk is old, rickety, and takes up too much room
 - Ideally, a new desk against the back wall would solve spatial problems
 - A storage wardrobe for supplies and misc. items

Additional Information