

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

March 28, 2024

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)

**ROUTINE BUSINESS**

- Approve Minutes – Regular Meeting – February 29, 2024

**DEPARTMENT REPORTS**

- Art Department Report

**ADMINISTRATION REPORT**

- Headmaster Report – Mr. Schaffer

**UNFINISHED BUSINESS**

- 2024 Board Election Update – Ms. Timpe
- Resolution to Clarify and Simplify Board Service Eligibility Policy 2.5 – Vote – Mr. Arndorfer

**NEW BUSINESS**

- Resolution to Approve 2024-25 Proposed Budget – First Reading – Mr. Dollar

**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 and Expansion Committee – Mr. Arndorfer

**NEW BUSINESS (cont'd)**

Executive Session per C.R.S. §24-6-402(4)(a) Concerning potential real estate transactions.

- Expansion Asset Options Update – Mr. Kast

**TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER**

- Mr. Albright

**TRAINING**

- Finance Training - Ms. Currell

**NEW BUSINESS (cont'd)**

Executive Session per C.R.S. §24-6-402(4)(f) For a briefing with the Headmaster on a pending legal matter.

**ADJOURN**

# HEADMASTER UPDATE



## BOD Regular Meeting – THU 28 MAR 2024

### Growth (BOD Strategic Goal):

#### Expansion:

- **Design-Planning Meetings.** Wed 6 MAR 2024, Tue 19 MAR 2024 | Neenan/Bldg Corp leading | Upcoming Meetings: Wed 27 MAR, Wed 3 APR 2024.
- **Task Force.** Tue 9 APR 2024 3:45PM | Next meeting | LCHS Washington Hall.

#### Facilities:

- **Elementary:** Both: Tue 19 - Wed 20 MAR 2024 | Cross training night custodians.
  - **Plato:**
    - **Evening-Custodial-Team Training.** Tue 19 - 20 MAR 2024 | Success.
    - **Track-Safety Repairs.** Tue 4 MAR 2024.
  - **Aristotle:**
    - **Health-Dept Inspection.** Fri 23 FEB 2024 | Minor violations rectified upon visit.
    - **Bathroom Faucet Installed.** Wed 28 FEB 2024.
    - **Heating Units.** Fri 8 MAR 2024 | Repaired.
    - **Kiln Up-Date.** Mon 18 MAR 2024 | Ongoing repairs, adjustments.
    - **Heating Units.** Mon 18 MAR 2024 | Repairs scheduled.
- **High School:**
  - **Grounds Cleanup.** Thu 7 MAR 2024.
  - **Dark-Room Counter Installed.** Mon 11 MAR 2024.
  - **Fire-Alarm System.** Wed 14 MAR 2024 | Backup power-source replacement scheduled.
  - **Eyewash-Emergency Shower Installed.** Thu 15 MAR 2024.
  - **HVAC Maintenance.** Fri 16 MAR 2024.
  - **Hallway Carpet Cleaning.** Fri 16 MAR 2024.

### Resources (BOD Strategic Goal):

## Financial:

- **February 2024 Unaudited Close.** Sat 9 MAR 2024 | Completed.
- **CDE Charter-School Cohort.** Wed 13 MAR 2024 | Adjustments to reporting to be implemented based on learnings.
- **FAC Meeting.** Tue 19 MAR 2024 | Success.
- **CCSP Performance-Incentive Year.** Mon 15 APR 2024 | Required Documents due to the CDE.
- **Expansion.** Ongoing | Continued update of financial model using various bond scenarios to ensure financial solvency.
- **FY24-25 Budget.**
  - Tue 19 MAR 2024 | First draft, compensation review at FAC | Approved.
  - Mon 15 APR 2024 | Prelim financials due to PSD.
  - Thu 25 APR 2024 | Board adoption of budget.

## Advancement:

- **Total Revenue 23-24.** Wed 31 JAN 2024.
  - Total Received: \$827k.
  - Total Pledged: \$343k | All grants.
  - In-Kind Received: \$18k.
  - Raise-the-Torch Received: \$201k.
- **Grants**
  - **CCSP.** Invited to apply for Performance Incentive Year (24-25) | Funding likelihood: High | \$200k possible.
  - **SSD.** 23-24 Application: Rejected | \$43.5M in requests, \$16M in funding.

## Communication (BOD Strategic Goal):

### Special Projects.

- **Internal:**
  - **Great-Books-Poster Project.** Tue 12 MAR 2024 | Promoting LCS Great Books | Local businesses hosted photoshoots | Will hang posters as promotional tool. [DETAIL LINK.](#)
  - **Website Accessibility.** Tue 19 MAR 2024 | Completed in compliance with HB21- 1110.
- **External**
  - **Employment Marketing.** Wed 20 MAR - Fri 24 MAY 2024| Online advertising for current job openings.

### Ongoing Tactics:

- **Outreach.**
  - **VIP On Deck.** Fri 8 MAR 2024 | 8<sup>th</sup>-CD State Board of Ed candidate **Yazmin Navarro** toured, spoke at LCHS.
  - **New-Kinder-Parent Orientation.** Mon 25 MAR 2024.
  - **Ridgeview.** Wed 27 MAR 2024 | **Schaffer, Hunt** meeting with RCS Headmaster **Mr. Derek Anderson** re: legislation, charter renewal.
  - **Public-Info Night.** Tue 2 APR 2024 6:30-8:30PM | Aristotle Campus.

- **Public-Info Night.** Mon 8 APR 2024 | LCHS Great Hall.
- **Colo School of Mines.** Tue 16 APR 2024 5:00PM | **Schaffer** keynoter at Grewcock Scholars Forum | Golden, Colo.

➤ **Earned Media.**

- **Radio/TV Interview.** Tue 27 FEB 2024 | CSU Sports TV interview with **Rob Huey** and LCHS freshman **Josie Stahl** | [DETAIL LINK](#).
- **Speaker Feature.** Fri 15 MAR 2024 | LPR Alumni Spotlight | Feature **Audry Oxley's** keynoter at LCHS Fortitude Lyceum.

**Ongoing Objectives (Charter/Policy/Admin):**

**Academic:**

➤ **All Campuses:**

- **Nat'l Classical-Ed Symposium.** Wed 20 - Fri 22 MAR 2024 | Faculty/Admin attended | Phoenix | Success.
- **Solar Eclipse.** Mon 8 APR 2024 11:40AM – 1:40PM | Up | Students will observe | Filter glasses purchased for all students.
- **AAC Meeting.** Wed 10 APR 2024 5:30-7:30PM | LCS Refectory.

➤ **Elementary. Both:**

- **CMAS.** Wed 6 MAR 2024 | Planning, training underway.
- **Human-Growth, Development Unit.** Mon 22 APR 2024: Parent-info night | Mon 29 APR 2024: Parent, student session | Wed 1 May 2024: Student session.

➤ **Plato:**

- **AST-Transition Planning.** Occurring with LCHS for 6th- to 7<sup>th</sup>-grade transition.
- **AST Caseload.** 103 students | 16.78% of population.
  - 9 - Individualized Education Plans.
  - 27 - Section 504 Plans.
  - 11 - Read-Act Plans.
  - 1 - English-Language-Development Plans.

➤ **Aristotle:**

- **AST Caseload.** 71 students | 22% of population.
  - 15 - IEP.
  - 5 - ELD plan.
  - 10 – Read-Act Plans
  - 8 - 504 plan.
  - 1 - ALP.

➤ **High School:**

- **Practice SAT.** Sat 2 MAR 2024 | Success.
- **CMAS Testing.** Tue 2 APR - Fri 26 APR 2024.
- **SAT Digital-Readiness, Proctor Training.** Tue 26 MAR - Fri 5 APR 2024 ■ **College-Fair/Planning-Info Night, Grades 9-11.** Tue 9 APR 2024 | Colleges from around country in attendance | Planning-info session for students and families.
- **SAT Suite-Test Day.** Tue 16 APR 2024.

**Personnel:**



- **All Campuses:**
  - **Spring-Break.** Sat 9 - Sun 17 MAR 2024.
  - **Grant Specialist.** Hiring imminent.
- **Elementary: Both:** Fri 15 MAR 2024 | 4th- 6<sup>th</sup>-grade-teaching positions | Interviews underway.
  - **Aristotle:**
    - **First-Grade Instructor.** Mon 18 MAR 2024 | **Christi Hull** hired.
    - **Assistant Principal.** Mon 18 MAR 2024 | **Nancy Hoyer** hired.
- **High School:**
  - **AST Positions Posted.** Thu 22 FEB 2024.
  - **Women's Soccer Assistant Coach.** Mon 4 March 2024 | **Olivia Morris** hired.
  - **Girl's-Soccer Coach.** Mon 18 MAR 2024 | **Mckinley Slinkard** hired.

## Enrollment:

- **Elementary (both):** Mon 25 MAR 2024 | New-kinder-parent orientation | Success.
- **Plato: 2023-24 Enrollment** | 605/610
  - Kindergarten: 88 | Full
  - 1st Grade: 86 | -1 | seat filled by a sibling for SY 24-25
  - 2nd Grade: 85 | -2 | seats filled by Aristotle transfers for SY 24-25
  - 3rd Grade: 86 | -1 | seat filled by a child of staff for SY 24-25
  - 4th Grade: 89 | +2
  - 5th Grade: 85 | -2
  - 6th Grade: 86 | -1
  - 2024-2025 Kinder-enrollment: Underway.
    - 85/88 students enrolled.
    - 3 seats held for retention.
- **Aristotle. 2023-24 Enrollment:** 322/328
  - Kinder: 76 | 1 parttime | 1 fulltime
  - 1<sup>st</sup> Grade: 50 | Full
  - 2<sup>nd</sup> Grade: 51 | Full
  - 3<sup>rd</sup> Grade: 44 | -6
  - 4<sup>th</sup> Grade: 51 | Full
  - 5<sup>th</sup> Grade: 50 | Full
  - No students withdrawn since 2/22/24
  - 1 new student has enrolled since Fri 12 JAN 2024.
  - 24-25 Kinder enrollment: 65/78
    - 17 have accepted parttime
    - 48 have accepted fulltime
    - 2 spots held for retentions
- **High School. 2023-24 Enrollment** | 545/535
  - 7th: 94
  - 8th: 92 No students have withdrawn since 2/22/24
  - 9th: 94
  - 10th: 82

- 11th: 84
- 12th: 77
- **Lottery:** 19 OCT 2023 | Listed, eligible for enrollment:
  - 7th: 41
  - 8th: 38
  - 9th: 7
  - 10th: 7

### Safety/Security:

- **All Campuses: Team Meeting.** Tue 16 APR 2024 4:00PM LCHS | Stop-the-Bleed, tactical-emergency-casualty care.

### Athletics/Co-Curricular:

- **Men's Basketball.** Fri 1 MAR 2024 | Team made postseason | First in several years.
- **Spring Sports Start.** Thu 7 MAR 2024 | Competitions, season began.
- **Head-Coach Departure.** Wed 20 MAR 2024 | [Cyrus Salehi](#) resigned.

### Student Life:

- **All-School: 6th-Grade Day.** Fri 8 MAR 2024 | Success.
- **Elementary:**
  - **Both:**
    - **Class-Photo Day.** Fri 1 MAR 2024 | Success.
    - **Folk-Dance Night.** Tue 26 MAR 2024.
    - **5th-, 6th-Grade-Theatre Production.** Fri 12 - Sat 13 APR 2024 | Aristotle Circus Maximus, Plato Agora.
    - **Chess Tournament.** Sat 20 APR 2024 8:30AM – Afternoon | Colorado Early Colleges campus | Several students competing.
  - **Plato:**
    - **Perseverance Assembly.** Mon 25 MAR 2024 | **Jeff Siener** keynoter | Success.
    - **Discipline Update.** Total: 40 as of Wed 20 MAR 2024 | 1- Plagiarism, 3- Inappropriate language, 13- Inappropriate behavior, 3 - Dishonesty, 1 -Rough housing, 1- Swearing, 1- Fighting, 4- Vandalism, 1- Stealing, 6- Hitting, 5- Disrespectful behavior.
  - **Aristotle:**
    - **Yearbook.** Mon 4 MAR 2024 | Completed and submitted.
    - **Discipline Update.** Total: 21 as of Tue 19 MAR 2024 | 6- Inappropriate Behavior/Speaking 2-Fighting 4-Vandalism 5-Tardies 4-Roughhousing.
    - **Perseverance Assembly.** Mon 25 MAR 2024 | **Craig Demartino** keynoter re: Rock-climbing fall, recovery.
- **High School:**
  - **Junior-High Game Night.** Fri 5 MAR 2024 6:30PM-8:30PM | LCHS.
  - **Instrumental, Choral Concert.** Thu 7 MAR 2024 | Success.
  - **7th-Grade Fieldtrip.** Fri 8 MAR 2024 | Denver Museum | Success.
  - **Student Trip.** Wed 6 - Thu 14 MAR 2024 | Galapagos Islands, Ecuador | Led by

**Mrs. Deitrick** | Success.

- **Student Trip.** Sat 9 - Sun 17 MAR 2024 | Switzerland, Bavaria, and Austria | Led by **Mr. Lunn** | Success.
- **Junior-High Under-the-Sea Dance.** Fri 22 MAR 2024.
- **Junior-High Lyceum.** Wed 27 MAR 2024.
- **National Honor Society Induction Ceremony.** Wed 27 MAR 2024.
- **High-School Lyceum.** Thu 28 MAR.
- **High-School Roller Rally.** Thu 28 MAR 2024 | Rollerland.
- **Junior Classical League, State Convention.** Sat 6 APR 2024 All-Day | LCHS.
- **Key Club Dance.** Sat 13 APR 2024.
- **Seniors to State Capitol.** Tue 16 APR 2024 8:00AM-3:00PM | State Capitol.
- **CMAS/PSAT/SAT Testing.** Tue 16 APR 2024 7:45AM-11:00AM | LCHS, School Dismissed at 11:00AM.
- **Junior-High Summer-Vibes Dance.** Fri 19 APR 2024 6:30PM-8:30PM | LCHS Great Hall.
- **High-School -Theatre Performances.** Thu 25 - Sat 27 APR 2024 | LCS Agora/Circus Maximus
- **Discipline Update.** Quarter 3 Violations to Date:
  - Tardy: 282
  - Dress Code: 151
  - Skiving: 76
  - Gum: 61
  - **Discipline Case.** A high-school student falsified score on English-vocabulary assessment. Student received score of zero on the assessment, wrote apology letters, served two Capstone-Research days, completed Capstone-research project.
  - **Discipline Case.** A junior-high student stole multiple items from the school. Student wrote apology letters, served detentions, completed Capstone-research project.
  - **Discipline Case.** A junior-high student copied a peer's math homework without permission, submitted as own. Student received score of zero, wrote apology letters, served detentions, completed Capstone-research project.

## Operations:

- **Data Pipeline.** Fri 8 MAR 2024 | March Report Card delivered | Success. ■ **Transportation.** Wed 20 MAR 2024 | New 2025 bus picked up | Success. ■ **Data for Student Demographics, Student School Association.** Fri 22 MAR 2024 delivered | Success.
- **Health.**
  - **Health forms updated by HB21-1110.** Tue 5 MAR 2024 | Success.
  - **Expired on-site Narcan updated.** Thu 14 MAR 2024 | Success.
  - **Tri-campus health-tech/RN meeting.** Wed 20 MAR 2024 | Success. ■ **Nationally Certified School Nurse Board Exam.** Fri 22 MAR 2024 | **Mrs. Dybzinski** completed, credentialed | Success.
- **Information Tech:**
  - **Salto Locks.** Fri 4 MAR 2024 | Completed installation | Plato.
  - **Computer-Management Software.** Tue 19 MAR 2024 | Trialing a replacement | License renews late AUG 2024.

## Political/Policy/Compliance:

### > PSD.

- **Principals Meeting.** Thu 7 MAR 2024 | **Robinson, Churchill, Stoltzfus** attended.
- **Charter Renewal.** Wed 20 MAR 2024 | Contract negotiations underway.
- **Patriot League Principals Meeting.** Wed 3 APR 2024 | **Robinson** attending.
- **Principals Meeting.** Thu 4 APR 2024 | **Robinson** attending.
- **Friedman Leadership Breakfast.** Fri 5 APR 2024 | **Robinson, Schaffer, Churchill** attending.
- **Principal Meeting.** Thu 11 APR 2024 | **Robinson, Churchill, Stoltzfus** attending.

### > State.

- **AMC Mentoring Meeting.** Wed 6 MAR 2024 | Aristotle Campus hosted **Churchill** participated | Success.
- **VIP On Deck.** Fri 8 MAR 2024 | 8<sup>th</sup>-CD State Board of Ed candidate **Yazmin Navarro** toured, spoke at LCHS.
- **Charter Bills.** Thu 14 MAR 2024
  - SB 88 Concerning Charter Authorizer Accountability defeated in Senate Education Committee
  - HB 1039 Concerning Non-Legal Name Changes passed out of the House of Representatives
  - HB 1363 Concerning Charter School Accountability introduced in House Education Committee, hearing not yet on committee calendar.
- **CDE.** Tue 26 MAR 2024 | Advancing Equity in Charter School Leadership seminar | **Schaffer, Churchill, Allen.**

### > CAC.

- **Call to Action.** Thu 14 MAR 2024 | Member schools urged to contact legislators and convey opposition to HB 1363.
- **Board Meeting.** Thu 21 MAR 2024 | Success.
- **Rally.** Wed 10 APR 2024 | State Capitol | Joining parent-advocacy network to highlight dangers of HB 1363.

### > CLCS.

- **CSP-Grant Administration.** Thu 14 MAR 2024 | League VP of School Services certified to State Board Director **Steve Durham** promising CSP grant administration will be nondiscriminatory.

### > Federal.

- **Department of Education.** Wed 20 MAR 2024 | Bill to eliminate U.S. Department of Education | Defeated in U.S. House 265-161.

**END OF REPORT**

An artistic workspace with various supplies including a fountain pen, palette knife, paintbrush, watercolor palette, and ink bottle. The background is a light-colored wooden surface. A spiral-bound notebook is open, showing a blank white page with the text. The text is centered and reads: Liberty Common School ART DEPARTMENT BOD Presentation 3.28.2024. The text is in a blue serif font. The background includes a fountain pen, a palette knife, a paintbrush, a watercolor palette, and an ink bottle.

Liberty Common School  
**ART DEPARTMENT**  
**BOD Presentation**  
3.28.2024





**MISSION:**  
Foster great minds &  
great hearts through Art.

# LIBERTY COMMON SCHOOL

## Art Department Dual Mission

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### Foster Great Minds

Art History | Art Analysis | Studio Skills

**Art History:** Having historical knowledge allows students to see themselves and the world within a greater context. Art History broadens literacy and provides students with their cultural inheritance.

**Art Analysis:** Students observe art closely and communicate their ideas and judgments about art to deepen their appreciation and refine their artistic decision-making.

**Studio Skills:** Through guided artistic practice, students become better craftsmen with a greater attention to detail. Creating art allows them to see the world with “artist’s eyes.”

### Foster Great Hearts

Beauty | Truth | Goodness

**Beauty:** Through the practice and study of art, students gain an aesthetic sensitivity to beauty and the sublime. Students find wonder in masterworks and discover beauty through artworks of their own creation.

**Truth:** Rich class discussions and thoughtful critiques foster prudence and justice. Students reap lessons of virtue from stories and characters across art history.

**Goodness:** In crafting artworks, students craft virtue. The self-control and perseverance required to create an artwork develops the virtues of temperance, fortitude, and gratitude.

*This mission statement is now framed and hanging in every Liberty art classroom.*





# CONCERN:

Consideration of art facilities  
as we expand.



# CONTINUITY, GOAL & CELEBRATION:

Liberty Common art teachers  
cultivate artistic expertise &  
intellectual curiosity in themselves.



# Creating Continuity via Art History Adventures



Liberty Common Art Teachers build comradery and engage in rich art history discussions while exploring local art exhibits. This leads them to make unexpected connections across their curriculum while deepening their content knowledge.



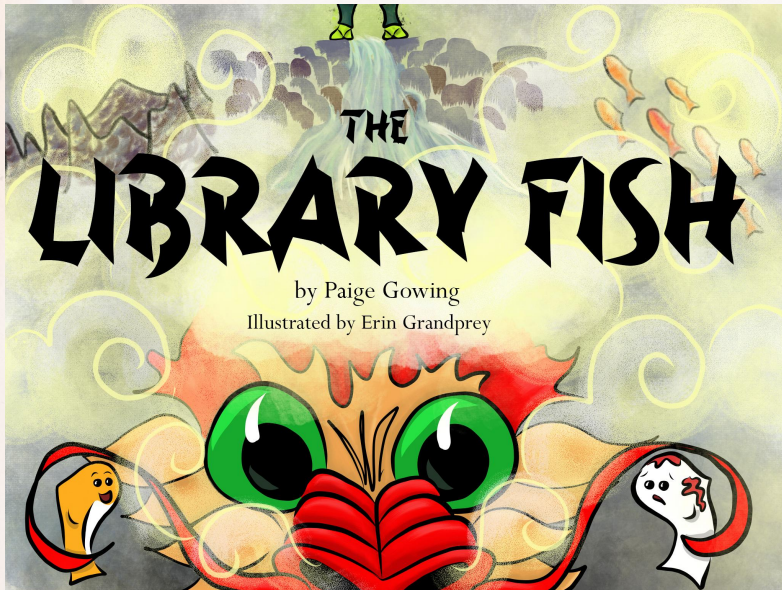
# Art Historical Research



Marcia Davis is conducting an Art History research project with a focus on the Renaissance.



# Honing Composition & Illustration Skills



“What sorta legend?” Carl asked excitedly as he followed the librarian toward 398.2.

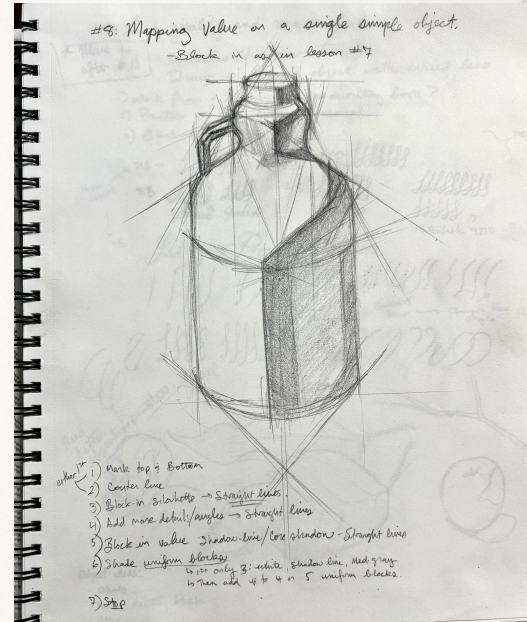
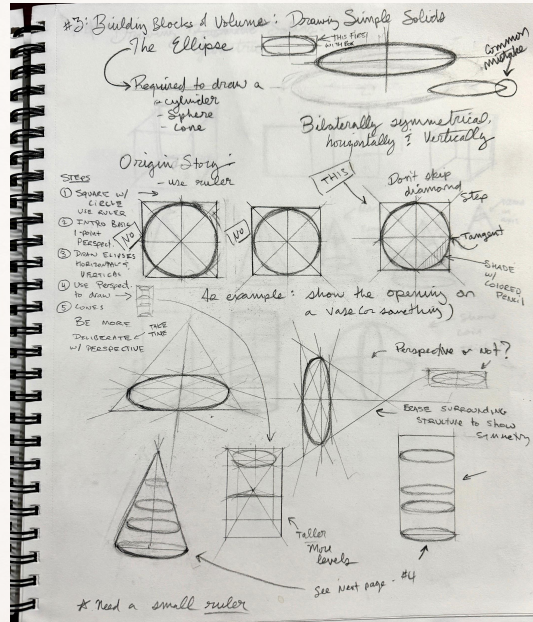
“One of perseverance and strength,” the librarian answered, her voice gradually fading the further the two of them went into the library.

“One of fish and dragons...”

42

Erin Grandprey applies her knowledge of design to her illustration practice.

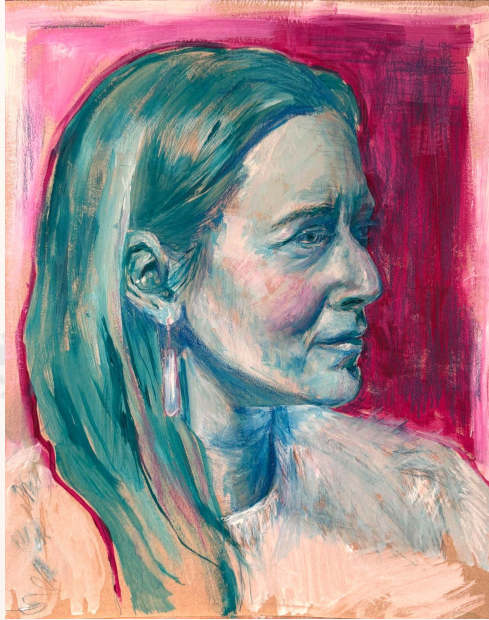
# In-depth Study of Academic Drawing



Rex Seiple is taking a deep dive into the Academic and classical systems of drawing.



# Refining Portrait Painting Skills



Meg Salazar practices portraiture with the same materials as her students.



# Studying Space and Color through Plein Air Landscape Painting



Tracy Nichols practices depicting space using concepts she teaches.





# AP AVERAGE SCORES

- **APAH**
  - 2023: 4.07
  - Natl Avg: 3.04
- **AP ART**
  - 2023: 3.74
  - Natl Avg: 3.3



# THANK YOU

- Heroic maintenance staff
- Ever-ready & courteous IT crew
- Compassionate administrators
- Supportive BOD & parents
- Invaluable front office staff



# LCS BOD MEETING AGENDA ITEM COVER SHEET

<b>Agenda Item:</b>	Resolution to Clarify and Simplify Board Service Eligibility Policy 2.5
<b>Purpose:</b>	Clarify Eligibility and Simplify Election
<b>Submitted by:</b>	Todd Arndorfer

## *BACKGROUND-*

In December of 2022 Policy 2.5 was amended to clarify when existing BOD members were no longer eligible to serve on the BOD due to disenrollment of their last student. During the time since then two additional considerations have arisen:

1. The ASCENT program is being added as an option for students to take an additional year of college classes (following their high school senior year) at FRCC, AIMS or MSU with tuition, books and fees paid by PSD. Should parents of these students still be considered Liberty parents for board eligibility?
2. When a BOD member's last student graduates in May, they become ineligible to continue serving on the BOD, but their resignation occurs after the April BOD election. This timing necessitates declaring a vacancy, calling for new candidates and ultimately appointing a candidate to the remaining term for that seat. This process requires much extra effort and leaves that seat open for 4-5 months.

## *RECOMMENDATION-*

The recommendation is for the BOD to approve the change to policy 2.5 shown below to remedy both considerations noted above.

Text in black is existing text that is not being modified, shown for context. Text in red is language being added to the policy.

### **2.5. Board Governance**

BOD members may not be teachers or other paid employees of the school or immediate family members of employees of the school, except as provided in the Conflict of Interests Policy. Only one member of an immediate family may serve on the BOD at one time.

A board member must be a parent/grandparent/legal guardian of a student currently enrolled in **grades K-12 of the school.** Once a board member no longer meets ~~this~~ **these** criteria, that shall constitute an automatic resignation by the board member, and a vacancy shall be declared. **However, if a board member will no longer meet these criteria due to graduation of their last Liberty student, their seat shall be part of the April election the month prior to graduation, and the candidate receiving**

the fewest votes of those elected will assume the graduating parent's term and be seated along with other elected board members after the June board meeting.

**Liberty Common FAC– March 19, 2024 5:15 pm @ Liberty Common Aristotle Campus**

**Or via Zoom: <https://libertycommon.zoom.us/j/82870706777>**

Attendees:

**In Person:** Noelle Currell, David Diehl, Frank Russel, Brett Harkey, Bev Hanawalt, Isaac Krapes, Dawn Marsh, James Rimpson, Robert Robinson, Casey Churchill, Todd Arndorfer

**Zoom:** Sandy Stoltzfus, Bob Schaffer, Chris Reynolds, Emily Allen, Kathleen Kearney

**Agenda**

1. Review and approve February 2024 FAC Minutes - **Approved, no changes**
2. Review and Discussion Items
  - a. February 2024 YTD Close - Noelle Currell
    - i. **Review completed; analytics to be shared during April meeting**
    - ii. **Action Item - Noelle & Frank - look into increasing referee cost to see how much could be recouped by changing contract terms**
    - iii. **Action Item - Noelle - Deep dive and correction on Fund 52 accounting - DONE**
  - b. Fundraising & Grant Status Update - Brett Harkey - **Reviewed, no updates, major questions.**
  - c. Total Compensation updates for FY24-25 School Year - Noelle Currell
    - i. **Reviewed and approved for scenario 2; Total Compensation for all Liberty staff \$14.97M**
    - ii. **Questions sent to Noelle offline post meeting have been answered**
  - d. FY24-25 Budget First Draft - Noelle Currell
    - i. **First draft of budget ends FY24-25 with net increase of \$843k**
    - ii. **Additional refining and updates to be completed during the next month**
    - iii. **Athletics discussion on needs, cost of lane rental and what potential there is for incoming money when renting our spaces**
      1. **Action Item - Noelle - follow up with City on whether they would be willing to pay for use of our gyms instead of getting them for free**
  - e. Review submission compliance checklist - Noelle Currell - **Reviewed, no updates, major questions.**
  - f. Security Position Proposal - Mark Dollar - **postponed**
3. Future Topics
  - a. General Fund Subsidies to Non-Academic activities - April
  - b. Budget Final - April
  - c. Expansion
  - d. Grant Landscape - new grants employee TBD
  - e. Continued Discussion on what FAC should be
  - f. Fundraising - Deep dive report on benchmarks for endowments and annual funds - Brett Harkey
  - g. Additional Capital needs for the next ~2 years

4. Pending Actions From Prior Meetings

- a. Monthly Actuals Review - Action Item Noelle - what has benefits cost increase been to school annually? Look at it both in totality as well as on a per staff basis. Compare this to other public entities and the private sector.
- b. Student Fees and 529 Plan - Action Item - Noelle double check and update the historical revenue/fund balance slide within the presentation
- a. Monthly Actuals Review February - Action Item - Noelle deep dive on the band that was given (50-70%) on Comp as a percentage of Per Pupil Revenue + Mill Levy Override to see if it still valid as a financial benchmark

5. Top 3 Items for the Board

- a. First Draft Adoption of Budget for FY24-25
- b. Advancement Revenue Projection for FY24-25 \$500k for Expansion
- c. General Fund Subsidies to Athletics Rising

Next meeting: 5:15 pm Wed 17 April 2024



## Advancement Committee Minutes—03.25.2024

Time: 8:30 a.m.

Location: Zoom

Attendees: Todd Arndorfer, Noelle Currell, Brett Harkey, Cindy Skalicky (chair)

### 1. Monthly Report (see attached slideshow)

- a. 23-24 Fundraising Update
  - Total Raised: \$1.18M
  - Total Received: \$827k
- b. Raise the Torch total received since 2022: \$200k
- c. Grants Update
  - Noteworthy:
    - CCSP – executing year 2, preparing for year 3
    - SSD 2024 – did not win

### 2. Professional Development

- a. Discussed *Forgotten Foundations of Fundraising, chapter 5*
  - Big takeaway: thank your donors early and often
  - *“Step back for a moment. Consider, with an appropriate sense of wonder, what a charitable contribution signifies. Someone—not your mother, or a person who owes you a favor, but usually a man or woman with only a brief or tenuous connection to your organization—has freely given you a portion of his or her hard-earned money, in return for nothing concrete or specific. That’s remarkable, isn’t it? What an occasion for thankfulness”*

### 3. Business (see attached slideshow)

- a. Departmental update
  - Grants Specialist job offered
  - Starting April 15
- b. Raise the Torch update
  - Discussed campaign management proposals received
  - Decided to move forward with AmPhil. Mr. Harkey will request the contract.
- c. Donor stewardship update
  - Libertas Society pins will be sent soon
  - Mr. Harkey & Mrs. Cooper are brainstorming ways to recognize members via some kind of display at each campus
  - Likely gathering in Fall 2024 for 23-24 Libertas Society members
- d. Communications update
  - Giving microsite content development underway. Hopeful that it will launch publicly in a few weeks
- e. Appeal updates
  - Change-over from Community Funded to GiveCampus due to company acquisition
  - May parking auction

### 4. BOD Report – 3 things the BOD needs to know:

- a. \$1.18M raised, \$827k received
- b. Grants Specialist starting 4/15
- c. AmPhil will be retained for Raise the Torch capital campaign management

### 5. Next Meeting Date: April 11, 2024, 8:30a.



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# Advancement Committee

## Monthly Report

**Brett Harkey — Director of Advancement**

*March 25, 2024*

# Fundraising Summary (23-24)

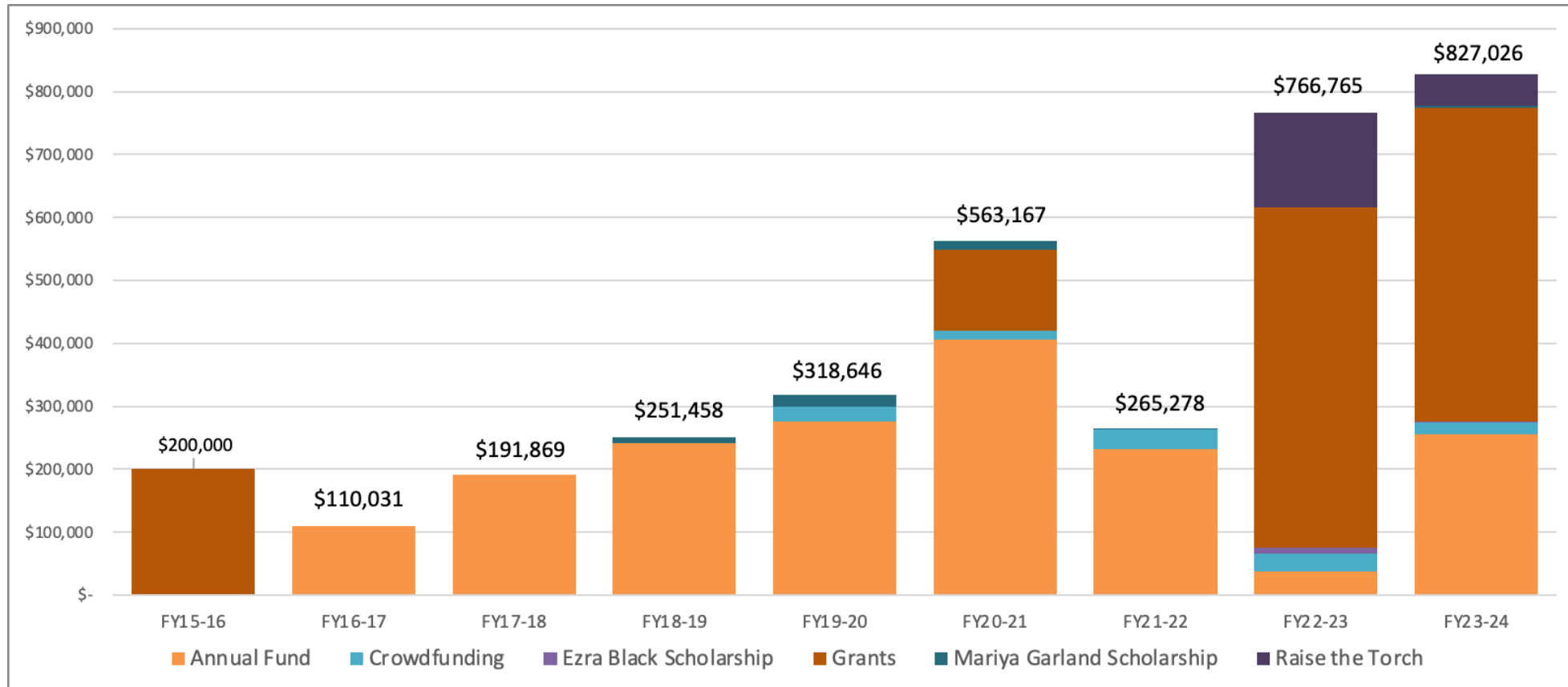
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Description	Amount
Total RECEIVED (as of 2/29/24)	<b>\$827,026</b> (+\$142,626)
Total PLEDGED to Date (as of 2/29/24)	\$343,003 (grants)
In-Kind Gifts (as of 2/29/24)	\$18,114
<b>TOTAL 23-24</b>	<b>\$1,188,143</b>

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FORT COLLINS, COLORADO

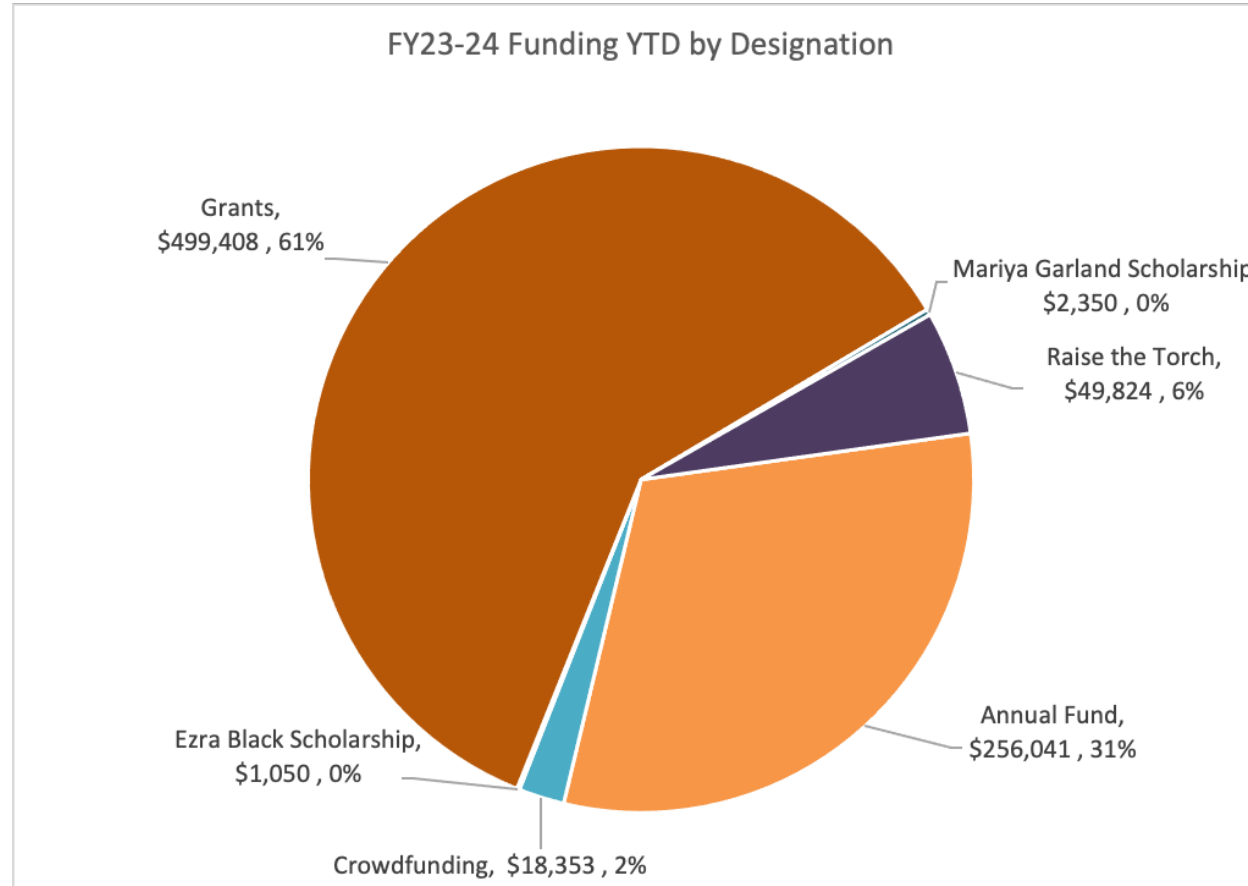
# Total Funds Received (through 2/29/24)



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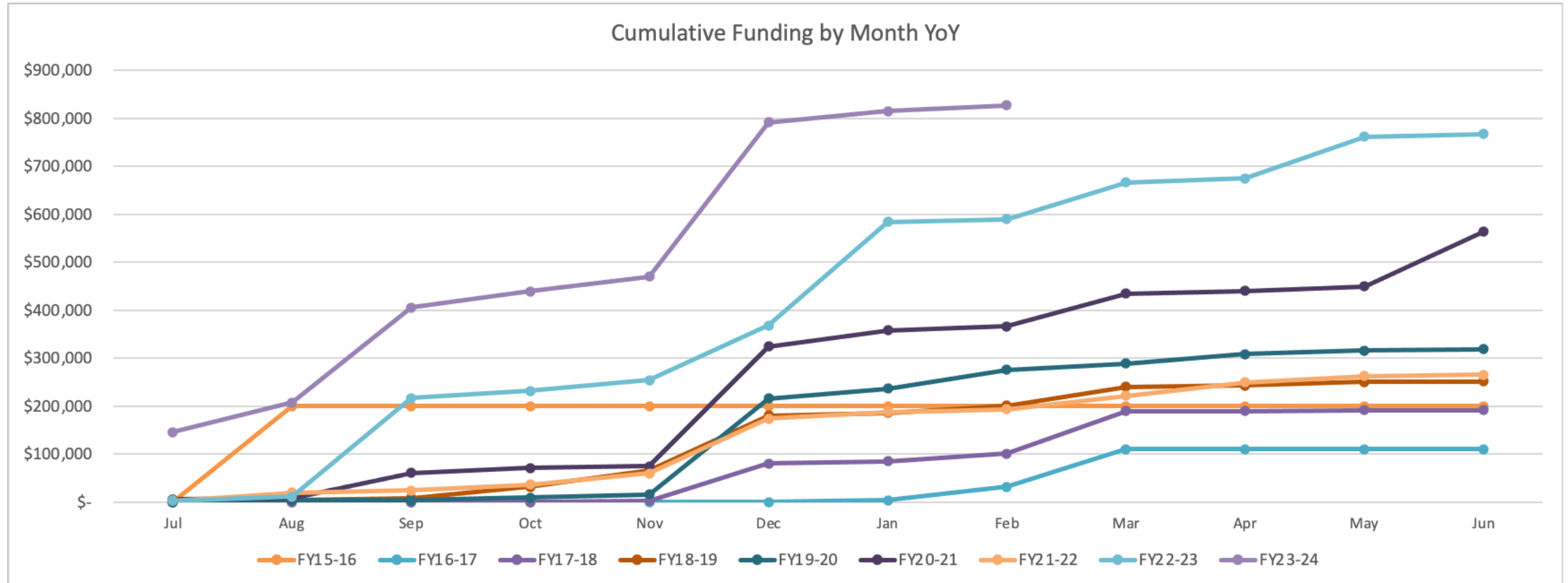
# Designation Breakdown (through 2/29/24)



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# Cumulative Funding by Month (through 2/29/24)



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# RAISE THE TORCH

THE CAMPAIGN FOR LIBERTY COMMON SCHOOL

- Phase 1: Feasibility Study (Complete)
- Phase 2: Quiet Phase
  - Total received (as of 2/29/24): \$200,932 (+\$7,824)

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# Grants Report

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- **CCSP** (Awarded: \$840,000; Spent: \$638,919; Cash Received: \$501,997)
  - Year 2 spending, training, reporting underway
  - Year 3 (Performance Incentive Year) budget planning begun
- **SSD 2022** (Awarded: \$71,238; Spent: \$1,486; Cash Received: \$71,238)
  - 2022 Grant Cycle: spending underway
- **SSD 2024** (Awarded: \$0; Requested: \$146,054)
  - Did not win
  - \$43.5M in total requests statewide, \$16M available
- **School Nurse PD Grant** (Awarded: \$5,000, Spent: \$1,225; Cash Received: \$0)
  - Spending underway
- **BEST** (Awarded: \$0)
  - '24 grant cycle not possible due to timing issues

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# Advancement Committee

## Business

*Brett Harkey—Director of Advancement*

*March 25, 2024*

# Departmental Update

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## Grants Specialist

- Interviews
- Offer, timing of hire, etc.
- Discuss next steps

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# RAISE THE TORCH

THE CAMPAIGN FOR LIBERTY COMMON SCHOOL

**Goal:** Raise \$2M for the opening of the Junior High

## Campaign Management outreach

- AmPhil
- CCS
- Gail Perry Group
- Productive Fundraising

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# RAISE THE TORCH

THE CAMPAIGN FOR LIBERTY COMMON SCHOOL

- **Recommendation: AmPhil**
  - **Length of contract:** minimum 6 months
  - **Cost:** \$4,850/mo
  - **Start date:** April 1
- **Next Steps**
  - Revise Case for Support
  - Major Donor outreach
  - Private foundation proposals

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# Donor Stewardship

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## Libertas Society:

- Pins
- Recognition (display, annual report, microsite, Common Sense, etc.)
- Gathering

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# Communications

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## Giving Microsite:

- Purpose
- Sections
- Timing of roll-out

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# Appeals Update

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- **GiveCampus**
  - Crowdfunding
  - Online giving forms/everyday online giving
  - Giving days
- **Liberty Gives Day**
- **May Parking Auction**

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