

# 2024-2025 Liberty Common School Board of Directors Calendar

According to Board Policies Manual Section 2.7: *"The BOD shall adopt a BOD calendar for the succeeding twelve regular meetings any time before the August Meeting. The calendar will constitute a partial list of agenda items for those meetings that may not be modified except by vote of the BOD."*

Board meetings will occur the last Thursday of each month at 6:00PM at the Aristotle Campus (2130 West Horsetooth Road, Fort Collins) with the exceptions of:

- October 24, 2024
  - November 21, 2024
  - December 19, 2024
- I. August BOD Meeting
    - a. Review of School Safety Team and School Safety Report (Public Report and then Executive Session Report)
    - b. Assign Board Member Responsible for 2024–25 Headmaster Support and Evaluation
    - c. Determine Training Topics for Quarterly BOD Education Sessions—Governance Committee
  - II. September BOD Meeting
    - a. Science, Engineering and Computer Science Department Reports
    - b. Board committees Present Annual Goals Pursuant to the Strategic Plan
    - c. Audit Update—FAC
    - d. Fund 43 Capital Improvement Schedule Review
    - e. Review LCS/LCHS 2023–24 Standardized Testing Report (NWEA, SAT, PSAT, AP and CMAS)
  - III. October BOD Meeting
    - a. English Department and Library/Literary Review Reports
    - b. Audit Update—FAC
    - c. Board Training Session 1
  - IV. November BOD Meeting
    - a. Math and Physical Education Department Reports
  - V. December BOD Meeting
    - a. History/Economics Department Report
    - b. Athletic Director Report
    - c. First Review 2024–2025 Amended Budget
    - d. First Review 2025–2026 School Calendar
  - VI. January BOD Meeting
    - a. Foreign Language Department Report
    - b. Approve 2025-2026 School Calendar
    - c. Approve Designated Public Place for Meeting Postings

- d. Appoint Board Member to Manage the 2025 Board Election-Governance Committee
  - e. Amended Budget 2024-2025—Vote
  - f. Finalize Plans for Annual Parent Survey
  - g. Board Training Session 2
- VII. February BOD Meeting
- a. Academic Support Team Report
  - b. Notify School Community of Upcoming Board Elections by the Third Monday of February
- VIII. March BOD Meeting
- a. Art Department Report
  - b. First Review 2025–2026 Proposed Budget
  - c. Board Candidate Application Due (Completed Applications Accepted Until 4:00PM on the Wednesday Preceding the First Friday of March)
  - d. Board Training Session 3—Part of Retreat (Review Strategic Plan Progress Review)
  - e. Board Election Update
  - f. Discuss Headmaster Performance Evaluation Process
- IX. April BOD Meeting
- a. School-Wide Technology Report
  - b. Vote 2025–2026 Budget
  - c. April 15<sup>th</sup>—Submit Proposed Budget To PSD
  - d. Third Week of April-School-Wide Board of Directors Election
  - e. First Review—2025–2026 Board Calendar
  - f. Review Parent Survey Results
  - g. Headmaster Performance Evaluation Draft Review (Executive Session)
- X. May BOD Meeting
- a. Last Day of School and LCHS Graduation Ceremony May 23<sup>rd</sup>
  - b. Music Department Report
  - c. Vote—Headmaster Retention 2025-2026
  - d. Vote—2025-2026 Board Calendar
  - e. Ratify Board Election Results
  - f. Distribute Board Self-Evaluation Survey
- XI. June BOD Meeting
- a. College Counseling Report
  - b. Annual Review of BOD Reserve Requirements and Amounts
  - c. Swear In New Member(s) / BOD Officer Elections / Confirm Subcommittee Leadership / Approve AAC Voting Membership
  - d. Secretary Annual Review of Policies Manual (All Policies Adopted by BOD During the Year)-Printed Copy of Policies to BOD Members with All Updates
  - e. Treasurer Annual Review of Finances (All Fund Transfers, Allocations, and Appropriations Approved by BOD During the Year Are Confirmed Occurred)
  - f. Vote—2025-2026 Supplemental Budget
  - g. Board Self-Evaluation Review
  - h. Board Training Session 4 (As Part of Work Session/Retreat)