

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

MINUTES

May 29th, 2025
Liberty Common School – Aristotle Campus
2130 West Horsetooth Drive, Fort Collins, CO

Board members in attendance:

	Patrick Albright
X	Raven Banning
X	Elizabeth Barber
X	Pete Conrad
X	Mark Dollar
X	Mindy Story
X	Elizabeth Timpe

Administration in attendance:

X	Headmaster Bob Schaffer
X	Principal Robert Robinson
X	Principal Casey Churchill
X	Principal Sandy Stoltzfus
X	Principal Kathleen Kearney
X	Assistant Principal Jenna Allen
X	Assistant Principal Chris Reynolds
X	Assistant Principal Nancy Hoyer
X	Director of Operations Bev Hanawalt
X	Director of Advancement Brett Harkey
X	Director of Finance Noelle Currell
	Athletic Director Franklin Russell
X	Director of Policy and Compliance Sarah Hunt
	Communication Specialist Kallie Cooper
	Director of Information Technology Sean Lewis
	Headmaster Support Specialist Marjorie Fallon
X	Director of Security Jim Ramirez

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 – April 24th, 2025 approved
- Approve Minutes – Special Meeting – May 8th, 2025 approved

DEPARTMENT REPORTS

- Music Department Report

ADMINISTRATION REPORT

- Headmaster Report – Headmaster Schaffer

UNFINISHED BUSINESS

- Second reading: Proposal to refine and increase music instruction at junior high – Mrs. Barber

Motion: To approve the proposal to refine and increase music instruction at the junior high school.

Motion: Ms. Barber

Second: Ms. Timpe

Absent	Patrick Albright
N	Raven Banning
Y	Elizabeth Barber
Y	Pete Conrad
Y	Mark Dollar
Y	Mindy Story
Y	Elizabeth Timpe

Pass 5-1

- Second reading: Textbook adoption: KA and KB Dimensions Math Textbook – Mrs. Barber

Motion to approve the textbook adoption KA and KB Dimensions Math Textbook as recommended by the AAC.

Motion: Ms. Barber

Second: Mr. Conrad

Absent	Patrick Albright
Y	Raven Banning
Y	Elizabeth Barber
Y	Pete Conrad
Y	Mark Dollar
Y	Mindy Story
Y	Elizabeth Timpe

Pass 6-0

- Second review: 2025-2026 Board Calendar – Mr. Albright

Motion to approve the 2025-2026 Board calendar.

Motion: Mr. Albright

Second: Mr. Conrad

Absent	Patrick Albright
Y	Raven Banning
Y	Elizabeth Barber
Y	Pete Conrad

Y	Mark Dollar
Y	Mindy Story
Y	Elizabeth Timpe

Pass 6-0

NEW BUSINESS

- Board Vacancy: Appoint three members to fill 2025-2028 terms – Mrs. Timpe

Motion:

WHEREAS only 22.7% of eligible electors voted in the 2025 Liberty Common School Board of Directors election; and

WHEREAS on May 8th, 2025 the Board of Directors declared a vacancy for the three board terms that serve from 2025-2028 in accordance with Liberty Common School Bylaws section 3.4 and Board Policies section 2.5 (vacancies); and

WHEREAS three candidates applied for three vacant positions on the Board of Directors to serve the terms from 2025 to 2028; now

THEREFORE, BE IT RESOLVED that the Liberty Common School Board of Directors appoints Hannah Ebben, Michelle Duncan, and Patrick Albright to fill the vacancies on the Liberty Common School Board of Directors.

Motion: Ms. Timpe

Second: Mr. Conrad

Absent	Patrick Albright
Y	Raven Banning
Y	Elizabeth Barber
Y	Pete Conrad
Y	Mark Dollar
Y	Mindy Story
Y	Elizabeth Timpe

Pass 6-0

- Headmaster Retention: Vote to retain Headmaster Schaffer for the 2025-2026 school year – Mrs. Barber

Motion: Motion to retain Headmaster Schaffer for the 2025-2026 school year.

Motion: Mrs. Barber

Second: Mr. Dollar

Absent	Patrick Albright
Y	Raven Banning
Y	Elizabeth Barber
Y	Pete Conrad
Y	Mark Dollar
Y	Mindy Story
Y	Elizabeth Timpe

Pass 6-0

- Distribute Board Self-Evaluation Survey – Mrs. Timpe

- First reading: Amendment to Policy 7.15 (Video Viewing Policy) – Mrs. Barber

Motion: Motion to adopt the Amendment to Policy 7.15 (Video Viewing Policy) as recommended by the AAC.

Motion: Mrs. Barber

Second: Ms. Timpe

- Amendment to Policy 8.1 (Enrollment Policy) – Mrs. Barber

Motion to amend policy 8.1 (Enrollment Policy).

Motion: Mrs. Barber

Second: Mr. Conrad

Absent	Patrick Albright
Y	Raven Banning
Y	Elizabeth Barber
Y	Pete Conrad
Y	Mark Dollar
Abstain	Mindy Story
Y	Elizabeth Timpe

Pass 5-0 (one abstain)

- Resolution to adopt 2025-2026 budget – Mr. Dollar

Motion to adopt the Resolution for 2025-2026 budget

Motion: Mr. Dollar

Second: Ms. Timpe

Absent	Patrick Albright
Y	Raven Banning
Y	Elizabeth Barber
Y	Pete Conrad
Y	Mark Dollar
Y	Mindy Story
Y	Elizabeth Timpe

Pass 6-0

- Resolution to convert Liberty Common School Expansion Loan from Building Corporation to Prepaid Rent – Mr. Dollar

Motion to adopt the Resolution to convert Liberty Common School Expansion Loan from Building Corporation to Prepaid Rent.

Motion: Mr. Dollar

Second: Ms. Timpe

Absent	Patrick Albright
Y	Raven Banning
Y	Elizabeth Barber
Y	Pete Conrad
Y	Mark Dollar
Y	Mindy Story
Y	Elizabeth Timpe

Pass 6-0

SUBCOMMITTEE REPORTS

- Academic Advisory Committee – Mrs. Barber
- Advancement Committee – Ms. Banning
- Building Corporation and Expansion Committee – Mr. Albright
- Financial Accountability Committee – Mr. Dollar
- Governance Committee – Ms. Timpe
- Parent Education Committee – Dr. Story
- Policy Committee – Mr. Albright
- Security Committee – Mr. Dollar

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER

- No board article this month

EXECUTIVE SESSION

- Executive Session per C.R.S. §24-6-402(4)(f)(I) concerning personnel matters related to annual headmaster performance evaluation.
Motion: Ms. Timpe
Second: Mr. Dollar
All in Favor
Exit executive session 9:22p.m.

ADJOURN

- Time 9:22 p.m.