

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

MINUTES

August 28th, 2025
Liberty Common School – Aristotle Campus
2130 West Horsetooth Drive, Fort Collins, CO

Board members in attendance:

X	Patrick Albright
X	Raven Banning
X	Pete Conrad
X	Michelle Duncan
X	Hannah Ebben
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	Assistant Principal Kelsey Bailey
X	Assistant Principal Dominic Carpine
X	Senior 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
X	Communication Specialist Kallie Cooper
X	Director of Information Technology Sean Lewis
X	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 – June 26th, 2025 All in Favor

DEPARTMENT REPORTS

- Athletic Director Report
- School Safety Team and School Safety Report (Public Session)

NEW BUSINESS

- Executive Session per C.R.S. §24-6-402(4)(d) concerning specialized details of security arrangements: School Safety Team and School Safety Report (Executive Session)

Motion: Motion to enter into Executive Session per C.R.S. §24-6-402(4)(d) concerning specialized details of security arrangements:

School Safety Team and School Safety Report (Executive Session)

Motion: Ms. Timpe

Second: Ms. Banning

All in Favor

At 6:28pm Entered into Executive Session per C.R.S. §24-6-402(4)(d) concerning specialized details of security arrangements: School Safety Team and School Safety Report (Executive Session).

Ended Executive Session at 6:42pm

ADMINISTRATION REPORT

- Headmaster Report – Headmaster Schaffer

UNFINISHED BUSINESS

- None

NEW BUSINESS

- Declaration of Board Vacancy – Mr. Albright
Motion to Declare Board Vacancy in accordance with BOD policy 2.5 for finishing a term ending in June 2027.
Motion: Mrs. Timpe
Second: Raven Banning
All in Favor

y	Patrick Albright
y	Raven Banning
y	Pete Conrad
y	Michelle Duncan
y	Hannah Ebben
y	Elizabeth Timpe

Pass 6-0

- Determine location of board meeting for 2025-2026 school year – Mr. Albright
- Determine topics for quarterly BOD education sessions – Mr. Albright
- Review board member assignment of Liberty Common Sense articles for 2024-2025 – Mr. Albright
- Assign board members responsible for 2024-2025 headmaster support and evaluation – Mr. Albright
- Update designation of meeting notice locations for 2025-2026 school year – Mr. Albright

Motion: I move that the board adopts the following locations as the designated public places for posting notice of meetings:

- o The bulletin board outside the LCS Plato front office at 1725 Sharp Point Drive, Fort Collins, CO
- o The bulletin board outside the LCS Aristotle front office at 2130 W Horsetooth Road, Fort Collins, CO
- o The wall (and eventual bulletin board) immediately inside the junior high school main entrance on the left (just past the entrance to the staff refectory) at 1825 Sharp Point Drive, Fort Collins, CO
- o The bulletin board outside the LCHS front office at 2745 Minnesota Drive, Fort Collins, CO
- o Liberty Common School website at LibertyCommon.org

Motion: Mr. Conrad

Second: Ms. Timpe

y	Patrick Albright
y	Raven Banning
y	Pete Conrad
y	Michelle Duncan
y	Hannah Ebben
y	Elizabeth Timpe

Pass 6-0

SUBCOMMITTEE REPORTS

- Academic Advisory Committee – Mrs. Timpe
- Advancement Committee – Mrs. Banning
- Building Corporation and Expansion Committee – Mr. Albright
- Financial Accountability Committee – Mr. Conrad
- Governance Committee – Mr. Albright
- Parent Education Committee – Mrs. Timpe
- Policy Committee – Mrs. Duncan
- Security Committee – Mrs. Banning

TOP THREE ITEMS FOR COMMON SENSE NEWSLETTER

- Mr. Albright (Due: 09/09/2025, published: 09/12/2025)
 - Opening of Phase 1
 - Need for parents to be part of Fundraising
 - Importance of Volunteering
 - BOD vacancy

EXECUTIVE SESSION

- Executive Session per C.R.S. §24-6-402(4)(b) for conference with attorney for the purpose of receiving legal advice on specific legal questions.

Motion to enter into Executive Session C.R.S. §24-6-402(4)(b) for conference with attorney for the purpose of receiving legal advice on specific legal questions.

Motion: Mr. Albright

Second: Pete Conrad

All in Favor

At 7:58pm Entered into Executive Session C.R.S. §24-6-402(4)(b) for conference with attorney for the purpose of receiving legal advice on specific legal questions.

Ended Executive Session at 8:26pm

BOARD TRAINING

- Overview of important items for board members – Mr. Albright

ADJOURN

- Time: 9:19 p.m.