

LIBERTY TREE

A Traditional American Education

Board of Directors Meeting

June 15th, 2023

6:30 P.M.

In person and virtual via LTA Youtube Link

1.0 Meeting Called to Order:

The June 15th Board meeting for the LTA Board of Directors was called to order at 6:37 P.M by Board President, Mr. Geitner. This Board meeting was held both in person at the school, specifically located in the Pikes Peak Room, as well as virtually via LTA's school YouTube link.

2.0 Roll Call and Establishment of a Quorum:

The following Board members were present at the meeting: Mr. Tim Geitner, Mrs. Jenni Helland, Mr. Mike Peterson, Mr. Mike Johnson and Mrs. Raylene Revord. Mr. Nathan Manley, LTA Principal, and Mrs. Ashlee Walsh, (Executive Assistant/HR) were also in attendance.

3.0 Welcome and Pledge of Allegiance:

Those in attendance were welcomed and invited to join the Board in reciting the Pledge of Allegiance.

4.0 Liberty Tree Academy School Mission and Vision:

Mr. Peterson was asked by Mr. Geitner to read both the Liberty Tree Mission and the school's vision statements aloud.

5.0 Founding Father's Quote:

Mr. Geitner read aloud "It is the duty of every man as far as feasibility extends to detect and expose the delusion and error."-Thomas Payne

6.0 Board member reports:

Mrs. Helland: Nothing to report, she has been out of town three out of the last four weeks.

Mrs. Revord: Nothing new to report except she is working diligently on getting the Parent Engagement Committee together.

Mr. Johnson: Nothing new to report but he did ask for an update on the IT contractor that was hired for the school. Mr. Manley stated that it seems to be going well so far, there is definitely a step up in expertise and at this time, Jordan P. is here at the school one day per week. Mr. Johnson asked if one day a week seemed adequate for the work to get done. Mr. Manley felt that one day a week is fine, we also have also assistance from LTA IT staff for a few hours during the week. School computers are being worked on and some additional management software is being installed as well. Jordan has been a good resource to have on site.

Mr. Peterson: Nothing to report.

Mr. Geitner: Welcome aboard Mr. Manley, this is his first official Board meeting as the Principal and the Board made sure to keep all the hard questions for him tonight.

7.0 Principal Report:

A. Facilities:

Mr. Manley: We continue to have roof repairs going on at the school mostly due to our very wet summer. The repairs continue to be a process for the school, this is being handled by Tectum roofing but the warranty company for the school is Johns-Mansville. We continue to also receive quotes/bids from flooring contractors for the repairs and maintenance of the gym floor. Because of the busy summer gym schedule, realistically the gym will not be worked on until later this year, possibly during Christmas break or even summer 2024. We are working on beautifying the school inside and out, plant from flowers and replace some dead trees around the property. Lots of cleaning and touching up going on in the inside in the new few weeks by our facilities' team.

B. People and Culture:

Mr. Manley: Our team continues to hire new staff for open positions. At this point, we have hired approximately ten new staff members, some teachers and coaches included. We have a long way to go but we are slowly filling those open positions with some great candidates. We are realistically at the halfway mark to filling all open positions within the school.

C. Financials:

Mr. Manley: As far as financials go, I am sure Miss Miller would be more than happy to go over those with the Board and the virtual audience. Mr. Geitner expressed that he is aware of the back-and-forth emails between everyone trying to iron out the financials because the schools financial audit will be next month, July 24th.

At this time, Mr. Geitner noticed an error where the agenda item was not approved at the beginning of the Board meeting.

To correct this, Mr. Geitner made a motion to amend the printed budget to include under Board discussions:

Item b. Financials

Mr. Geitner: Can I get a second, Mrs. Helland-second, no opposition.

Mr. Geitner: I would like to make a motion to approve the agenda and approve **item B** for Board discussion, Mrs. Helland-second, no opposition. Item B financials approved.

Mr. Geitner: Back to where we were with financials, Miss Miller, can you please come up to the front table so that those tuning in may be able to hear you better? I know that we are currently in the black and we have an amended budget but if you could please provide us with the highlights as we prepare for our audit. If you can please give us and those listening an update on where we are.

Miss Miller: So, there are two funds we take care of, Fund 11 and Fund 26. Fund 11 is in the black but because Fund 26 had principal payments this year, this was the first year they've had them, it was not included on one of the line items for that line item. So, what we needed to do was make sure we had enough in reserve spending to cover that 195. We would need to borrow from our beginning fund balance for Fund 26 to bring that whole. And to specific, this was 22-23 not the one that was done last month. This was for our current year not the amended portion.

Mr. Geitner: Now it looks like we have under action items following Executive session, we have a resolution that we are going to be looking at so we will make sure that resolution is there under item 13b specifically. Mr. Manley, did you have anything you wanted to add?

Mr. Manley: No, that was the big one and of course the audit.

Mr. Geitner: Do we know how long this audit is going to take?

Miss Miller: They estimate one day but they may have additional questions and they'll generally use their portal, or they'll call or ask questions that way.

Mr. Geitner: Now in terms of the audit, is that just a document they present or email to the Board electronically or will they come and present to the Board on their findings?

Miss Miller: On that I do not know, this is the first audit that I have been a part of. Now, I do they have an official document that has all those records and that is what gets posted on our website.

Mr. Peterson: Are we still using Landing Group Holding for this audit?

Miss Miller: Yes, that's who we are using.

Erin Dinnel (X8 Global Consultants): Landing Group Holding will volunteer someone to come and present their executive findings to the Board. They will also drop off a large binder of their findings and you can have as many copies as you like.

Mr. Getitner: So, do you think we will have their findings in time for our Board meeting in July? Oh, sorry, the audit is not until July 24th. Miss Miller: We are looking at August and the official one must be posted by mid-September.

8.0. Board Discussions:

a. Board Training Timeline

Mrs. Helland: One of the things we need to do as part of our auto renewal is training so I have reached out to both Dustin and Eric (X8) to see what kind of offerings they can give us in areas so I think it will be good to do one all day training that should be done sooner or later. Some kind of Board training plan would be great to have in place. I think it would be wise to do some Board training, should be done before October so future Board members can watch it so we do not all have to go through repeated training over the same thing. So, does anyone have a preference on how we go about Board training and the process?

Mr. Getitner: My preference would be to do one day of all day long training, maybe a Saturday would be best.

Mrs. Helland: Let's try to identify three perspective dates before we leave this evening. I can then try to come up with something before the next Board meeting and then we can all vote on it at the next Board meeting. I supposed we can also look at virtual training as well.

Eric: There are also virtual modules that can be done. There are 33 training modules that will need to be completed. I would need to get with Dustin and see what we need to have on paper as completed as he is obviously an attorney.

Mrs. Helland: I think having someone come in and training the Board in person, I do not think D49 is going to think we are "overtrained" by any means.

The following are perspective dates for Board training: August 19th, September 16th and September 23rd.

Mr. Getitner: Let's talk about the online training modules for a moment, I think it would be wise to complete as much of the virtual training modules as possible before these dates. I am going to try and complete all the available virtual training and I encourage all Board members to do the same.

Mrs. Helland: I will say that pursuant to our Board of Directors handbook, we were supposed to attend an annual Board members retreat with Board member training. Within twelve months of joining the Board, will undertake a comprehensive review of the Colorado Charter school rules by completing the charter school modules and then participate yearly in at least one seminar that is

offered by the Colorado League of Charter Schools and by CDE 1 seminar/webinar through self-evaluation and then visit the school. That is what is listed in our handbook.

Mr. Geitner: Does anyone else have anything to add to the Board training timeline? None.

9.0 Public Comment:

a. Statement read aloud by Mr. Geitner:

“We appreciate and welcome comments on Liberty Tree Academy school operations and programs as part of our public comment. We ask that your comments be made in a respectful and orderly manner. Complaints against any individual employees and/or students with the school are prohibited. Follow up action items may be assigned to the appropriate board or staff member, depending on the nature of the comments. During public comment made in public session. In accordance with Board policy, public participation is limited to (3) minutes per person. Thank you for participating in our public comment forum.”

b. There were no attendees on the sign-up sheet to publicly comment.

c. Mr. Geitner asked if anyone would like to make any comments to the Board. None.

d. Public comment closed by Mr. Geitner.

11.0 Action Items:

a. Vote on approval of last Board meeting minutes:

Mrs. Helland had a question about Johns-Mansville on item **8e** from last month’s Board meeting:

“Did Johns-Mansville cover any of the interior damage caused by the leaks on the roof or were they covered? I just cannot remember.”

Mrs. Walsh: Johns-Mansville will only cover the damage to the exterior of the school not the interior. Mr. Crandall has already repaired all the walls and ceiling tiles that were damaged by the leaks.”

Mr. Geitner: I do not have any additional comments, can I have a motion to adopt last month’s meeting minutes?

Mrs. Revord: I make a motion to adopt last month’s meeting minutes, Second Mr. Johnson, no opposition.

12.0 Begin Executive session 8:30 PM:

- a. Mr. Geitner calls recess for a ten-minute break; Executive Session will begin promptly at 7:15 p.m. Mr. Manley and Eric Dinnel were asked to join as well.
- b. Mr. Geitner read the following statement:

We have two items listed for Executive Session this evening:

- i. **(C.R.S 24-6-402(4)(d))**: specialized details of security arrangements specifically continuing review of LTA security plan.
- ii. **(C.R.S 24-6-402(4)(b))**: conference with attorney for public entity specifically receiving legal advice specifically related to new legislation and LTA policies.

13.0 Return from Executive session:

The Board returned from Executive Session at 8:58 P.M.

Actions items following Executive Session:

a. Resolution:

Liberty Tree Academy Director's resolution number 2023-06-15-a Resolution to approve Liberty Tree Academy's 2022-23 uniform budget summary, a supplemental budget and reserve spending whereas Liberty Tree Academy is a Colorado non-profit corporation and a public charter school authorized by El Paso County, Colorado school District 49 pursuant to the Constitution and the State of Colorado particularly the charter school act article 30.5 of title 22 of the Colorado revised statute says amended, and the terms and provisions of the charter contract authorizer now therefore be resolved by the Board of Directors of LTA as follows:

1. The Board approves the 2022-2023 Liberty Tree Academy supplemental budget as presented during the June 15th, 2023, Board meeting and this resolution appropriates \$8,255,536.00 in funding for total expenses with a projected ending fund balance of \$3,343,255.00 in June of 2023.
2. The Board approves \$272,017.00 in reserve spending for Fund 26, specialized revenue, to support the 2022-23 budget.
3. That is any section, paragraph, clause or provision of this resolution shall for any reason to held to be invalid or unenforceable, the invalidity of such section, paragraph, clause of provision shall not affect any of the remaining provisions of this resolution.
4. That all by-laws, orders and resolutions or parts thereof inconsistent here with are hereby repealed to the extent only of such inconsistency, this re-peeler shall not be construed as agreed as reviving any bylaw or order resolution or part thereof, this resolution shall be in full force in effect upon its passage and approval, we the undersigned hereby certify that

the Liberty Tree Academy Board of Directors duly adopted the preceding resolution number 2023-06-15-a on June 15th, 2023 and that the roll call vote information below is correct.

Mr. Geitner: May I have a motion please?

Mrs. Helland: I make a motion to adoption resolution number 2023-06-15-a, second Mr.

Peterson. Mr. Geitner: Any objection to the adoption of this resolution? Roll call vote: Mrs.

Helland-aye, Mr. Johnson-aye, Mr. Peterson-aye, Mrs. Revord-aye, Mr. Geitner-aye as well.

Passes unanimously.

14.0 Announcements:

Mr. Geitner: I will say that in the brief time I have been here, it has been a pleasure working with you. We will be so sad to see you go Mr. Peterson but we appreciate all your time and years of dedication to this Board.

Mr. Peterson: A lot has happened in the last six years, but it has been fun watching the progress that the school has made and this exciting change in leadership. I look forward to watching the school to continuing to flourish.

Mr. Geitner: We will talk about the term limited impacts of Mr. Peterson leaving at our next Board meeting which will be Thursday, July 20th at 6:30 P.M. in person as well as virtually.

15.0 Adjournment:

Mr. Geitner adjourns meeting at 9:05 P.M.

Minutes recorded by:

Mrs. Walsh
Executive Assistant/HR
Liberty Tree Academy

