

# LIBERTY TREE

A Traditional American Education

## Board meeting Minutes Board of Directors Meeting March 30, 2023

### **Members Present:**

Board members: Mr. Tim Geitner, and Mr. Michael Johnson present in person. Jeanine Stutts-Bulcher resigned since the last meeting in February, so there is one vacant seat on the board currently. This board meeting was held in the Pikes Peak Room as well as virtually via Zoom.

**Others: Board members:** Mrs. Jenni Helland and Mr. Michael Peterson were logged in through Zoom. Mrs. Linda Stahnke, interim Principal, was in attendance as well as Mrs. Ashlee Walsh, Executive Assistant/HR to record and take minutes.

### **Approval of agenda:**

Mr. Geitner requested that a motion be made to approve tonight's agenda, so moved by Mr. Johnson, seconded Mr. Peterson. Motion carried, vote 4-0.

### **Meeting Called to Order at 6:32 p.m.**

### **Roll Call and Establishment of a Quorum.**

### **Welcome and Pledge of Allegiance**

### **School Mission and Vision:**

Mr. Johnson opened the meeting by reading both the Liberty Tree Mission and the school's vision statements.

### **Thomas Jefferson Quote:**

Mr. Geitner read the Founding Father's Quote aloud.

### **Board member reports:**

Mr. Johnson is interested in hearing an update on the school's IT situation and the future for security. Mrs. Stahnke responded two staff members, Jordan Podlucky and Mrs. Daigrepoint are working on IT needs for the school. Software can be added to existing computers for high school students. Internet security is being tightened up as far as who can access what. Land school is a system where teachers

can view everyone's screen at the same time and can be accessed by parents at home as well. Covenant eyes is another program (can be purchased by parents) that will send reports as to what websites are being accessed and viewed by students. The school has noted that there have been multiple inappropriate sites being accessed by students.

Mr. Geitner commented that he has been out of town quite a bit in the last few weeks and did not have much to report or comment on. He did want to flag that the D49 board did notify him that they did approve the contract for LTA on March 22<sup>nd</sup>, 2023. Action on the D49 board will be on April 13<sup>th</sup>, 2023, saying that we now have a valid contract moving forward, renewal for one year. He believes the by-laws will also be done at that time too. The by-laws that were presented to D49 by the LTA board (the Red Line) were also to be addressed at that time as well. Mrs. Helland (who is currently having technical difficulties), commented that she had met with many employees, families, and students from LTA over the last few weeks and she would like to get the "Parent Engagement Team" actively going at the school. She believes they will be very helpful and can help eliminate some stress. She has also been working on a central portal for the board to keep all the essential information on and easily accessible. She also has been working on a matrix for the charter to help track deadlines, tasks and jobs to help the board run more smoothly. This should help keep the school and board on track. Mr. Peterson would like to thank Mrs. Stahnke on the wonderful board packet; not much more to say.

### **Principal Report:**

#### Hiring Additions/Positions for Next Year

Mrs. Stahnke began by introducing the new middle school science teacher, Mr. Shaffer, who has a degree in Nuclear Physics. She is excited to have him at the school and she believes he will be very helpful for students. She also reported that LTA has a new SPED Coordinator, Mr. Dove, who will start on Monday, April 3<sup>rd</sup>. He will assist with IEP's, help parents with questions and concerns. LTA will be losing Mrs. Kocab (who is currently pregnant). Mrs. Kocab was assisting mostly with graduation. But Mrs. Stahnke does feel that a school counselor is greatly needed for the school to assist students with possible mental health issues, medical needs and even situations involving self-harming. Our current Dean of Students, Mr. Rankin, (who previously was a school counselor), and occasionally, Mrs. Tavernier. Mrs. Stahnke has asked for his assistance in certain instances. Ultimately it would be great to have a school counselor on hand to help.

#### **Water Damage in Gym:**

Mrs. Stahnke wanted the board to be aware that the school is working on bids for repair on the gym floor. Back at the end of February, a pipe had frozen near the gym and caused a leak in the room located near the gym. Mrs. Stahnke called a local repair company in town to come out and repair the leak and that company could have potentially caused a small hole in another pipe which caused additional flooding. It caused the gym floor to warp or "cup" and will need to be repaired or possibly replaced. Many companies have been out to the school to take measurements, pictures and measure for the percentage of water damage in the last few weeks. Thankfully, the floor seems to have dried out quite a bit over the last few weeks. We have received one bid back from a flooring company and it was roughly \$30,000.00 to repair the floor. Mr. Geitner asked if LTA could potentially hold this company liable for the water damage to the gym and Mrs. Stahnke stated that it might be difficult to prove or hold that

company accountable for the damage. Additionally, is that repair company insured and bonded for liability? But it was something she could potentially investigate and have the school's insurance company assist her with that. The school's insurance company is aware of the situation and is waiting to see what the most affordable and reasonable solution is for the school moving forward. After many no shows, the school is waiting to receive more bids and quotes from both flooring companies as well as mitigation companies.

### **Concurrent Enrollment:**

Mrs. Stahnke has presented a possible handbook which can be looked at later if needed. Concurrent enrollment is having college classes for high school kids. It is paid for by the COF fund which the state provides. Colleges manage the process. LTA can host the classes here for much less cost than getting students back and forth from PPSC. PPSC will hire the teacher and choose the teacher, LTA will pay the teacher and have the class here at the school. Mrs. Stahnke would like to offer beginning math and English courses offered which most college level classes require as a prerequisite. LTA students will have an account at PPSC and then they are billed the tuition, but the COF money is paid into their account and pays for the class. Mrs. Stahnke would like to have Kourtney Goya, the rep for PPSC, come speak with parents and answer any questions. If students receive a C or below, they will have to pay back for the college courses. PPSC also offers "JumpStart" which is more for the Vocational classes and LTA is looking into that to possibly start a DECA program. In the future, our students might be able to take a certain amount of time off from class here and attend their class at PPSC. The PPSC location they would go to would be the Centennial Campus. LTA looked at this program before but there might have not been enough interest, but Mrs. Stahnke would like to dig into this and really try to get it going here. Concurrent enrollment is a requirement for all high schools in the state.

### **Lottery:**

We didn't have any parents come to the lottery drawing this last time, there has been a family on the waitlist for years and they have not gotten drawn to attend. Someone who waits until the last minute is drawn instead. We aren't required to have a lottery, we would strike having a lottery, we would use a time stamp for the waitlist which will rank them. Grade by grade would be filled based on space. June is also a high PCS month, so we need to think about keeping space for incoming military families. New staff, siblings of currently enrolled students, newly moved in military families usually get priority. A few or percentage can be set aside for military families. A "spin the wheel" application has been done in the past. The list is not carried over every year so it could be a possibility to carry over the list to the next year.

### **Calendar:**

This year's calendar does have a change, two days at the end of July for teacher training. We will have two back-to-school nights where students will have the opportunity to come in and meet their teachers, find their lockers, etc. Also, in the past there has been a holiday that has been put in in April. All teachers will come in on the 1<sup>st</sup> of August. Mrs. Stahnke did not plan the partial days yet. September 1<sup>st</sup> would be the time to review testing data. Parent teacher conferences will be in October. A few teachers in services in February, Quantum Learning will come in and give teacher training that will be great to

have in the middle of the year. Spring Break might be better to have at the end of the year so that students can have that time off with their siblings who attend other schools. Mrs. Stahnke commented that the first time she authored the calendar, and she did not have enough snow days, so this calendar has accounted for that. Passing periods, snow days, teacher workdays, etc. cannot be counted. Elementary 968 hours, middle school/high school 1056 is the requirement for the year.

### **Narcan Policy:**

The standing orders that you see are D49 orders. Our health team, the nurse and the nurse aide follow those policies. The nurse informed Mrs. Stahnke that she did have a small amount of Narcan on hand but wondered if the school would consider purchasing some. Last year, a student of LTA passed out and all the symptoms were consistent with having something to do with Fentanyl or some sort of narcotic. At that time, there was nothing on hand to help treat her. She did end up going to the hospital in an ambulance and stayed for a few days. The concern is not having anything on hand because, unfortunately, students do experiments, and we need to be prepared for those situations. Tim Geitner would like to have parent meetings to speak about this. Mrs. Stahnke would also like to have a discussion on implementing a medical marijuana policy soon.

### **Vape Detectors:**

Our Dean of Students, Mr. Rankin, Mr. Manley, and Mrs. Tavernier have investigated reports of students using vape pens in the bathrooms. Obviously, staff are not allowed to enter bathrooms to investigate, we cannot put cameras in there but, vape detectors are like smoke detectors. They are about \$1,000.00 each and we would need approximately 5 for the bathrooms upstairs. They send alerts to phones if they do happen to be triggered by vape smoke. Staff will go into the bathrooms if there is an emergency or any type of danger occurring. Staff do not use student bathrooms; staff have separate bathrooms. Mrs. Stahnke will check with the district to see what they are using and get their input.

### **Parent Engagement Team:**

Tracy Bennett, parent volunteer, would like to propose PEC (Parent Engagement Committee). The functions of this team revolve around fundraising, volunteering, and planning. In the past, this hasn't been an idea that has happened. Parents can easily volunteer to assist teachers by making copies and lamination. SAC has a list of things such as playground equipment and curriculum, and they just need a more organized fundraising effort. This committee would oversee this and put more money into whatever the board thinks is a priority. Organizing all school socials, community symposiums, recruiting parent volunteers, being more intentional with the way that they coordinate volunteers and help support the school. She believes the parents would be more invested in the success of LTA, help build teacher retention, set and expectation for parents in the past, start to engage parents on a deeper level with sort of team. She would like to mention that part of PEC would include a student volunteer chairperson, the idea brought up by Jenni, why don't we as a school, expect our students to volunteer in the community? She would like to ask the board to look over the structure and the bylaws she is presenting, this is just a starting off point. PEC is different than PTO, it is similar. This team would take instruction from the board and would approve expenditures within the budget. Community engagement goes along with the LTA mission. This might fall under 501c club. There was a draft for a booster club with the former administration of the school, but PEC will need to be brought to Dustin and should be easy to figure out.

Classes are having fundraisers all over the school, Mrs. Canning tracks that and keeps logs of all mini accounts. Those funds will be rolled over into the next year unless the board decides to do something different with those funds. Mrs. Canning might need to be part of this conversation with the board.

### **Valedictorian:**

There are a few students that have been at LTA for a long time, and they are essentially “tied” for the title of Valedictorian. We have another student that came from another school where she took AP classes which make a weighted grade. LTA does not currently have a policy in place for those weighted classes. Parents have said “well my student has always attended this school and AP classes are not offered here.” This may upset some parents. Seniors also can receive a higher grade for the Capstone Project. The board needs to come to a decision on this situation. Students who have earned the title of Valedictorian and Co-Valedictorian have worked very hard to earn that title. They would benefit from being able to put that title on future college applications. There are also Magna cum laude, summa cum laude, and cum laude titles that the board also needs to consider.

A decision needs to be made in April 2023. Graduation is on May 20, 2023. Mrs. Stahnke will send 2-3 options to the board in the next few weeks.

(This conversation took place first in the Valedictorian Section). The list that was sent by Mrs. Gasper to Mrs. Stahnke had the following information: Mrs. Stahnke sent to the board the other day states 649 total students is the actual number. The original list had 668 as the proposed budget. There are 28 students on the list for 6<sup>th</sup> grade. She knows the school prefers to have two-of-each grade level, but the reality is in the upper grades’ things shrink. Next year there will be 14 senior students. It takes more sections to fill the upstairs. There are also not as many students on the waitlists for upstairs as compared to downstairs. Right now, there are about 4 classrooms empty nearly every period. Perhaps the Green Dragon can be turned into a future computer lab. Advertising would also increase the attraction to the school. Why would you potentially send your child to an average charter school on the other end of town when LTA has better opportunities.

### **Financial Report:**

#### **Budget (Income Statement):**

Financial Options (located in the second packet). Mrs. Stahnke separated them up for the Board. First is balance sheet, second income statements (general funds fund 11), fund 26 (building corporation), she will go over the packets with notes from Miss Miller. On the grants receivable 12,180.00, that is the funding that the school submitted a request for on March 6<sup>th</sup>. Combination of funding for math interventionists and disinfecting the school, a person also comes in midafternoon and disinfects bathrooms (Covid funding). \$-778.00 work compensation payments. Prepaid insurance, which is medical, dental and vision insurance for three employees. Security deposits, the school received a security deposit back from Mountain View electric. The next page, other student info, \$33,906.00, \$25,900.41 was from athletic fees. Other revenue, \$28,000 sale of two vans/buses the school had. Capital construction, \$145,523.00 received through December. Per pupil operating revenue, in

December this number was based on our head count but in January the report went up to 688/689. Also, the change in PPR funding went up to \$9,235.40 and that information we received in December. Page 2 of 3, 0300 professional and technical services, \$17,000 most of it was for TAGG subs, \$8,732.00 was paid for referees. Instructional and professional development of that 3,286.00 was for Arcadience, K-5 testing. Under the other category 033, Talaska investigation, which were consultation services. The \$5000.00 also was for Mr. Kilgore returning the honorarium because the school hadn't used his services yet and he did not want to pay taxes on it. The \$5,600.00, training and registration fees, part was for Novel Ideas, publishes the writing curriculum for the school, the Independence Institute, training for conceal training staff. Continuing to 0423 custodial services, \$25,000.00 Jan Pro custodial services at night, clean halls, bathrooms, etc. 0430 60,000.00 SR2, 13,048.00. Lease payments are \$80,568.00 per month. Category 0441 other rentals, \$4,465.00, \$3,140.00 is for renting athletic fields. \$37,000 BOK financial, financial company for the school. Escrow money also had to be put in to pay the property insurance. Page 3 of 3, \$1,724.00 fingerprinting and background checks, also for some shredding. \$216.00 was for security services, 0530 communications for internet (stratus) \$941.00 per month. Professional development, travel registration and fees, athletics was \$2,245.00 (they had a trip to Antanita where they had to spend the night). 0610 general supplies, a lot is athletics, student services, custodial, catch all pot for the school. Mrs. Lovato orders 10 cases of paper every two weeks for staff copying needs, the school is going through a lot of paper. Copy costs are for the copiers; we currently have a signed 5-year contract, which includes the toner but does not include their service of them. Paper is also part of the school supply list. Part of the fees collected at the beginning of the school year cover the cost of the paper. Tim Geitner would like to have contracts as part of a work session soon. \$1,000 is currently paid to the district, when we go to the new arrangement, it will drop to \$300. With the remaining \$700 being set aside to be used in other programs. It will be used to cover needed services. D49 is charging \$13 per student for Power school. Mrs. Stahnke has investigated trying to lower the price with Power School, but it would not be in place before the start of this upcoming school year, but it should be in place for the year after. On furniture and fixtures, \$11,000.00, includes teacher's chairs, cabinets, graduation furniture. Dues and fees 0810, \$6,185.00, Colorado League of Charter School. Charter advocacy \$2,740.00, EAC \$3,440.00.

### **Balance Sheet:**

Fund 26: \$6,195.00 Waterfall Payment (things that go into escrow), property tax, insurance, etc. Net Change in fund balance -\$82,000.00 (resolution on November 22), it will build back up in the next few months. Miss Miller stated it will be over in the next few months. Income statement for fund 26, the \$564,000.00 is the lease a payment to the building corporation.

### **Budget to actual:**

3<sup>rd</sup> column, spending through January was predicted to be 58%, overall, the school is at 55%. Total expenses are at 50% as listed on the bottom of the page. Some of items that are higher in their percentages are items that were frontloaded for payment at the beginning of the year.

### **Proposed budget:**

It was built on 668 students, that will go up and down for the next few months, June we might need to have an approved budget. Mrs. Stahnke will email the district to give us a little longer (April 20 or 21<sup>st</sup>) to have the budget completed. In this budget there is a separate athletics budget, the previous administration had a very vague budget in place for athletics. You will see. That the bright green lines are identifying those items in the general budget. Mrs. Stahnke has also built in two paraprofessionals. There is \$629,000 built in for SPED professionals. So far there are not very high needs that will need to be addressed. LTA might potentially have some responsibility for students who need additional support. Tim Geitner began speaking about employment offers. Mrs. Stahnke stated that she did send out employment offers to employees and that the offer was built on %4. The state came back and said that potentially it could be up to 8% or 9% but she wanted to start conservatively. At the end of the document there is still a surplus of \$85,000.00. Mostly she has kept the positions LTA has. The math interventionist is funded by Covid money, LTA of course would love to continue to offer that to students and once PPR is received, we can adjust as needed. This does include adding SPED and the numbers Mr. Markle will present for athletics.

Mr. Markle presents the athletics budget. The budget demonstrates what was spent this year, there are some changes to the budget for next year. CHSSA 48<sup>th</sup> or 49<sup>th</sup> in the country as far as the state and how much is paid to referees. 40-45% increase in refs per year per game, not including transportation costs per mile. Because LTA would need to change the registration fees for sports. CAP would be \$450.00, which is in line with what D49 is charging. Gold tournaments in September to help raise money, donations from sponsorships (\$1,000) covered basketball, put towards the athletic program, would like to add one or two more donors. Concession sales might go down next year, six varsity high school games at home. This school year, other schools came to us, and next year it will be LTA going to them. Mr. Markle is also working on more volleyball games to increase attendance. Cheer clinics, little bumpers and run club doing well. 30-50 students participate in everyone held. Little kid soccer, little kid volleyball, to build passion and knowledge for the younger students. E sport team has been started, his company does video game tournaments, grants available as well, help write the grants to his own company, computers for gaming and can compete at the next level. Super Smash Brothers, Mario Kart, Madden, MBD 2K, Rocket League (gaming PC's) all done of the Nintendo switch. Student players would also meet with other schools. "PLAYVS" headed up all the schools Esports, Nintendo switch is connected to the classroom, Mountain League LTA is in. Never know who you are playing until you start. LTA will be with CHASA Fall of 2024. The kids can teach each other and help one another learn character values and good sportsmanship. This is a multi-billion-dollar industry, the average coach of esports makes 300-350,000 per year.

Cross country numbers are going up every year, volleyball is anticipating 14-15 participants, 31 kids for volleyball, track, and field 47 kids behind, throwing coach volunteer 3 nights per week, golf (hope to start boys team next year), CHASA requires pay for all full-time positions. Fees that the students are paying do not cover the costs of paying coaches, fees, referees. Referees: \$10,058.00 was paid in referees fees which he believes will go down because of all the projected away games. Practice fees: Banning Lewis track, antler's creek golf course, woodmen hills (basketball), partner with Woodmen hills to rent Horseshoe Park, was \$800, Banning Lewis said their rates will increase next year. Uniforms: Golf will need five or six girl golf uniforms with the hopes to start a boys' team, math wits (polos with name on it), track uniforms (\$200), E sports does not need uniforms, cheer (skirts must be certain length), CHASA says there can be 20 cheerleaders at the high school level so will need to purchase those. Cheerleaders pay \$150.00, which covers the coaches fee and travel, but bows are also needed.

Varsity volleyball will need new poles and training equipment and volleyball balls, varsity basketball needs basketballs and training, E sports (built in just in case-extra Nintendo switch) and track/field (starting blocks, speed parachutes), cheer supplies (pom poms, extra uniforms bows, etc.). Grants, Gosport (\$20,000 in grants every two years if you qualify). There are many possibilities there. The costs of the T-shirts are built into the fee for joining an athletic team; each shirt costs \$12.99 per sport. Concessions struggled this year; staff was monitored money boxes; there cannot be a volunteer. Staff did not want to volunteer their nights for free. It was then switched to \$15 per hour for staff to sit there at games and watch the money box. At this time, Mr. Markle thinks concession costs will go down due to all the away games. Bus fuel (\$150 to fill up both buses) has made parents' lives much easier, \$2,000 is the best estimate for fuel costs. Buses will be used for the senior field trip (Elitches), how many miles from point A to point B and then build it into the student cost. CHSSA Membership (\$,5000 for 2024), due before August 1<sup>st</sup> of 2024. CHSSA sports fees, \$500 to Black Forest league to be a member. RSCHOOL is the registration site for the school, there is another program that costs an extra 99\$ but will allow parents to pay the registration fee online. That way the front office does not need to keep tabs or collect payments for clubs/sports. LTA has also been invited to various tournaments across the state. Mrs. Allen also signed a contract before she left for the school to go to Nebraska next year and compete. Mrs. Stahnke wanted the board to be very aware of what the school for athletics is costing. Athletics is in line with other charter schools in the area (within \$20), but it has been discussed that there will be an increase in costs across the board for this upcoming year.

### **Cyber Security/Liability:**

Mrs. Stahnke has included a copy of the privacy policy for the school in the board packet to show that the insurance policy the school is carrying only covers \$25,000 should someone hack the school's system and steal sensitive data. The school's agent did agree that that amount of coverage is a little low. But with increasing computer use, it should be a consideration for the board. LTA has a lot of older computers (2016) which are used for testing. They do not have current technology and they crash repeatedly during testing. LTA would like to have more computers on hand for that testing. Google Chromebook (200-300 per computer). They don't have a lot of internal storage or memory and storing must be done in the cloud. Potentially, Mrs. Stahnke would like to consider PCs for juniors and seniors in the future. Some teachers on staff have the knowledge and capability to teach coding, it is certainly a skill that a lot of jobs require. Letter writing styles are also important to have as students continue in their education. A computer lab in the future would be great, touch, type, fast, QuickBooks accounting, technological things for when you start your own business, taxes, and general business skills. This proposal for the Chromebook is because of an immediate need. If we order immediately, we could possibly have them in by NWEA testing in May. IT will help set these up once they are received (200). These Chromebook are brand new, expected to be operational for four years before they become obsolete. Tim Geitner would like to consider phasing in and out old, out-of-date computers. Most of the inventory we have now was purchased with Covid money. The 200 new ones would enable LTA to do more things at a faster rate. Chromebooks would be for student use during testing, not for students to use whenever they wanted to. In the past, other students could check them out for papers or projects; but there aren't computers in every classroom. LTA is a pencil and paper school, but she is concerned some students are missing out on some programs. The test coordinator said she needed 180 but Mrs. Stahnke said she needed to just order 200. NWEA tests are done three times a year: August, January, and May. Each time tests are compared to make sure students are having the "growth" that would be normal for them. Do the students make a full year of growth in a year? Do each of those teachers help make those



students meet that growth? And to see how much they have learned and grown. Students also can meet their own goals that they set, and they will be rewarded for meeting those goals. For the first time ever, Mrs. Stahnke will be adding a testing portion. The computers LTA was using at the time continually crashed and there were not enough to go around. Mrs. Hoffman is LTA's testing coordinator. Mrs. Stahnke unmuted her speaker to the board, but she was having technical difficulties.

Mr. Geitner ordered everyone to take a five-minute break at 8:59 PM. He wanted everyone to return to their seats at 9:04 PM.

After returning at 9:09 PM, Mrs. Hoffman called on Mrs. Walsh's cell phone to speak to the board. Per Mrs. Hoffman: "Mrs. Stahnke did an awesome job at relaying what the school needs. The computers continually shut down and stopped working during the testing on that day. Because of how old these computers are, they would automatically update which no one could control. Starting next year, PSAT and SAT will be going to computers only. Sophomore, Juniors, and Senior will need to have computers to test, LTA asked for 200 because when NWEA testing starts, we test both upstairs as well as downstairs. We are combining all the computers we can so we can make the testing time as short as possible so teachers can return to their classrooms quickly. \$27,000.00 is remaining for technology, we spent half the fund on the buses, so some additional money was set aside." Mr. Johnson mentioned that there haven't been any new computers purchased since the school opened over five years ago so it might be time.

### **Board Discussions:**

#### **Process for appointing new board members:**

Mr. Geitner: Obviously Jeanine has resigned, and he wasn't sure if the process for replacing her seat was consolidated that well. There should be more emphasis or transparency on the process. Mr. Johnson and Bill (Bill is no longer on the Board) but Mr. Geitner would like Mr. Peterson involved with hiring another board member. There was a call for another board member, a few people submitted applications and they did connect with them and got together to talk about the potential candidates. Mr. Peterson decided on the date of April 14<sup>th</sup> as the deadline for applications for board member positions, a total of three applied. Would three days be enough time for Mr. Peterson and Mr. Johnson to meet with potential candidates? Intentional dates set, board email monthly and solicit potential candidates as well. The board might also consider an "app" to help with better and clearer communication to the school, parents, etc. Or it could go out on Mrs. Stahnke's newsletter emails; communication-wise it needs to be a lot intentional. It should be discussed in the future for the best way to let the public know about openings on the board. Discussion item for the next board should be a communication policy as well as the idea for an app.

#### **Charter Renewal:**

There is an error on here: it states approved by D49 on March 22<sup>nd</sup>; that was just the recommendation by D49's admin to the board, they are not voting until April 13<sup>th</sup>. Status amended and restated bylaws adopted by January 7<sup>th</sup>, actions on both by April 13<sup>th</sup>.

#### **Public comment:**

“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 comments made in-public session. In accordance with Board policy, public participation is limited to three (3) minutes per person. Thank you for participating in our public comment forum.”

Sign-up sheet:  
Patricia Passanante  
Gus Keiley

Mr. Geitner closed the public comments.

**Action Items:**

Vote to accept financial report:

Mr. Geitner made a motion to adopt the financial report. Seconded by Mr. Johnson. Roll Call: Mr. Geitner-aye, Mr. Johnson-aye, Mr. Peterson-aye, Mrs. Helland-aye, motion carried, 4-0.

Vote for approval of last meeting minutes:

Seconded by Mr. Johnson. Roll Call: Mr. Geitner-aye, Mr. Johnson-aye, Mrs. Helland-aye, motion carried, 4-0.

Lottery Change approval (delay for another meeting)

Calendar approval (grammatical errors need to be edited)

Valedictorian Policy (delay until the board has additional information)

Dashboard (was not covered, hold until next meeting)

Computer Purchase Approval (vote for approval of computer purchase). Mrs. Helland makes a motion to purchase 200 Chromebook, Mr. Johnson seconds. Roll Call: Mr. Geitner-aye, Mr. Johnson-aye, Mr. Peterson-aye, Mrs. Helland-aye, motion carried, 4-0.

Approval Vape Detectors (more information is needed, product and installation prices needed)

Approve Amended and Restated By-Laws (delayed)

**Executive Session:**

Pursuant to C.R.S. 24-6-402(4)(b) conference with the attorney for the public entity, specifically receiving legal advice related to charter renewal, Hillsdale College, and LTA policies, and legal

questions for LTA's attorney; C.R.S 24-6-402(4)(e) developing strategy for negotiations, instructing negotiations, specifically charter renewal and agreement with Hillsdale college; and C.R.S 24-6-402(4)(d) specialized details of security arrangements, specifically periodic review of LTA's security plan.

**Executive Session began at 9:40 P.M.:**

10:24 PM: Action Items following Executive Session: none

**Announcements:**

Mr. Geitner: Mrs. Stahnke, I do owe you some dates for the Parent Meeting night so you can send them out in the newsletter. The next board meeting will be on April 20<sup>th</sup>, 6:30 p.m. here again at the school. Thank you for your patience with all the technical issues.

**Adjournment:**

Board meeting adjourned at 10:27 p.m. by Mr. Geitner

**Minutes Submitted by:**

Mrs. Walsh  
Executive Assistant/HR  
Liberty Tree Academy