

LIBERTY COMMON SCHOOL
BOARD OF DIRECTORS MEETING
EXPANSION PROJECT
Thursday December 3, 2009
Teachers Lounge

Attendance: Dave Kleen, Craig Horton, Kayleen Fraley, Jeff Webb, Terri Fisher,
Bill Werst (via phone), Dan Provaznik, Russ Spicer, Tim Ricketts, Casey
Churchill

CALL TO ORDER

- Meeting called to order at 7:05 P.M.

ROUTINE BUSINESS

- Motion to approve agenda by Craig Horton, second offered by Kayleen Fraley, Motion passed with no objection.
- Approve December 3rd minutes, motion made by Craig Horton, second offered by Dan Provaznik. Motion passed with no objection.

SPECIAL REPORTS

- Special Education Specialist's Report
- Linda Thelen

ADMINISTRATION REPORTS

- Expansion Project Update, Mr. Schaffer and Admin
- Facility Update, potential options and timeframe
- Dress Code implementation. Board went through new Dress Code manual with the following recommendations and changes. Motion to ban flip flops beginning 2010 made by Dan Provaznik, second offered by Kayleen Fraley. Discussion with solution to allow flip flops on designated Incentive days as authorized by Administration. Roll Call vote as follows: Kayleen Fraley-Aye, Dan Provaznik-Aye, Craig Horton-Nay, Terri Fisher-Aye, Dave Kleen-Aye, Jeff Webb-Aye, Bill Werst- Aye. Motion approved.
- Dress Code: Tops. Motion made by Craig Horton to add sentence "Allow Liberty Common School approved hooded sweatshirts purchased from the school in like-new condition are allowed". Second offered by Terri Fisher. Discussion on the situation that happened at Bailey High School as pertains to hooded sweatshirts. Further discussion of a hooded sweatshirts not meeting the business casual standard. Roll Call vote as follows: Kayleen Fraley-Nay, Dan Provaznik-Aye, Craig Horton-Aye, Terri Fisher-Aye, Jeff Webb-Aye, Dave Kleen-Aye, Bill Werst-Nay. Motion approved.

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- Dress Code: Colors. Motion to amend bullet point #1 to read “Males must wear Liberty Common School dress code compliant shirts with collars “ made by Dave Kleen, second offered by Craig Horton. Short discussion on t-shirts not being accepted as approved Liberty Common School dress code. Discussion.
- Roll Call vote as follows: Kayleen Fraley-Aye, Dan Provaznik-Aye, Craig Horton-Aye, Terri Fisher-Aye, Jeff Webb-Nay, Dave Kleen-Aye, Bill Werst-Nay. Motion approved.
- Dress Code: Incentives. Motion to add “after September 1st” to the first sentence made by Craig Horton, second offered by Dave Kleen. Discussion. Roll Call vote taken-all voted Aye. Motion approved.
- Incentives, Con’t. Motion on bullet point #4 “replace Free Dress to Liberty Pass” made by Craig Horton, second offered by Terri Fisher. Roll Vote taken-all voted Aye. Motion approved.
- Motion to adopt Dress Code as amended made by Craig Horton, second offered by Dave Kleen. Passed. New dress code approved December 3rd, 2009

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NEW BUSINESS

- Update from Mr. Schaffer on progress of fund raising letter
- Info night December 14th, 2009

ADJOURN

- 10:43 P.M.

DRESS CODE AT LCHS

“The goal is to allow students to transition out into the world with the understanding that values and virtue stand above materialism, fads and fashion.”

Purpose and history of the Liberty Common High School Dress Code

The objectives of the Dress Code at Liberty Common High School were first established on February 5, 2009 in *A Report from the Liberty Common School Expansion Committee*. In its proposal of the establishment of LCHS, the parent-led Committee regarded the Dress Code as an essential component of the high school’s character education.

The Dress Code is intended to support the Liberty system’s Foundation Stones plus the high-school Capstones. Liberty’s Foundation Stones are: Respect, Perseverance, Integrity, Responsibility, Cooperation, Citizenship and Self-Control. The Capstones of LCHS are: Accountability, Patriotism, Self-Reliance, Initiative, Courage and Compassion. The Dress Code is also intended to support and reinforce these themes and all aspects of LCHS’s Character Education efforts.

The Committee’s report framed LCHS’s Character Education goals in the following ways:

1. “Liberty will invest thirteen years of character education into the lives of its students, complimenting the building blocks established at home, thereby providing them with the moral tools needed to live in this democratic society and share in common values.” II-1
2. “Character is like a tree and reputation its shadow. The shadow is what we think of it; the tree is the real thing.” -- Abraham Lincoln. II-1
3. “Excellence at the Senior High Level: The beginning of the moral journey follows a similar course as the academic one. At first the focus is obedience to parental authority. Later, the child focuses on rules, or the required patterns of expectation. As in writing or thinking, it is only through the formation of good habits that the ability to act right and to be wise becomes instinctive. As those habits become more and more internalized, the student journeys closer to self-reliance.” II-1

Liberty's Dress-Code identity and experience

A uniform Dress Code has been associated with Liberty Common School since its inception in 1997. When the Founding Parents first formed the school, it was decided "a dress code would help establish a desirable learning environment." Research indicates a uniform dress code minimizes peer pressure, improves the appearance of the student body and reinforces an academic atmosphere -- *Manual on School Uniforms, (U.S. Department of Education)*.

The inclusion of the word "common" in the high school's name is significant and deliberate. It indicates a direct and tight extension of Liberty Common School. Liberty Common is a description of the system's foundational philosophy towards equality and fairness in education. This philosophy informs the theme of "Common knowledge, common virtues, and common sense" which, by extension, continues to be reflected in the LCHS Dress Code.

Goal of the LCHS Dress Code

As stated in *A Report from the Liberty Common School Expansion Committee*, "The goal (of the LCHS Dress Code) is to allow students to transition out into the world with the understanding that values and virtue stand above materialism, fads and fashion."

Based upon this statement and drawing upon Liberty Common School's experience and traditions, the LCHS Dress Code was first adopted by the Liberty Common School Board of Directors on December 3, 2009. The Board's intention in adopting the LCHS Dress Code is as follows:

- To promote a sense of pride in LCHS.
- To set LCHS apart as a unique and exceptional institution.
- To encourage a sense of community and belonging towards LCHS.
- To discourage identity with behaviors, attitudes, causes or manners not directly associated with LCHS.
- To discourage identity with organizations, corporations, brands, groups, parties, clubs and any other association not directly associated with LCHS.
- To guide LCHS students in choosing smart, practical, sensible attire being most suitable for academic excellence and student life.
- To promote equality in appearance.
- To remove pressures for expensive fashionable, faddish dress and expressions of materialism.
- To remove distractions associated with apparel and appearance.
- To reduce school-clothing costs for parents.
- To promote apparel choices that do not interfere with or endanger self or others while participating in school or school-sponsored activities.
- To reinforce the high standards of excellence at LCHS.
- To project a first-class educational institution to all LCHS visitors and to all observers outside of the high school.

- To project a first-class educational institution to all people associated with LCHS.
- To foster positive habits of dress that best prepare LCHS students for success after graduation.

LCHS’s Dress Code and “school choice” – a firm agreement between student and LCHS

As a public charter school, LCHS is a unique, exemplary secondary-education institution. No student is ever required to attend LCHS. All students attending LCHS do so as a function of market-driven choice and their own free will. Every LCHS student is able, at any time, to attend a different public school for free or a private school at their option. As such, it is implied and expected that all students choosing to attend LCHS do so willingly and voluntarily and therefore agree to abide by the LCHS Dress Code. Unwillingness to honor this agreement may be grounds for determining whether the student should pursue broader opportunities for personal expression at a high school other than LCHS.

Declaratory Statement About The LCHS Dress Code – Superseding Guidelines

The final determination on the appropriateness of any item of clothing and appearance rests with the LCHS Administration. Any question on the appropriateness of apparel or grooming not covered or otherwise contemplated by the published LCHS Dress Code is subject to the enforcement and judgment of the LCHS Administration.

Enforcement

The discretion of the LCHS Staff and Administration shall govern the enforcement of the LCHS Dress Code. Please check with the Headmaster or Assistant Principal if you have any questions.

LCHS Dress-Code Infractions

IF STUDENTS KNOWINGLY VIOLATE THE LCHS DRESS-CODE POLICY, THEY WILL FORFEIT ALL DRESS-CODE INCENTIVE DAYS FOR A TIMESPAN EQUAL TO THE NUMBER OF DAYS IN A QUARTER. Students who are not in compliance with the Dress Code may not participate in field trips or leave campus for any school activity. Any questions may be directed to the office.

Repeated offenses will result in additional consequences including suspensions and a parent conference.

Exceptions To The LCHS Dress Code

Exceptions to the LCHS Dress Code will be allowed on the following occasions:

- 1) Incentive days or special-event days which have been pre-scheduled (see “Incentives”).
- 2) Student participation in LCHS-approved programs which are facilitated by wearing uniforms on meeting days. Such uniforms for these kinds of groups will be allowed at the discretion of the BOD and Headmaster.
- 3) Personal “free-dress” days as authorized by the LCHS Administration (see “Incentives”).

LCHS Dress-Code Scholarship Fund

Those families qualifying for free or reduced lunch can apply for clothing/uniform assistance. Please contact the Front Office for details and an application.

Other Dress-Code Comments

Any questions about the LCHS Dress Code should be resolved prior to wearing any questionable items at LCHS. Questions may be directed to the Front Office.

Parents and visitors to LCHS should be mindful of the LCHS Dress Code and accordingly model proper compliance, especially on school premises, whenever possible. Parents, please help your students set a good example and keep your school-clothes shopping within the LCHS Dress-Code parameters.

The school is not responsible for school clothing purchases that do not comply strictly with our Code.

HIGH SCHOOL DRESS CODE – Minimum Requirements

The Liberty Common High School Dress Code: Please note that the final determination on the appropriateness of any item of clothing and appearance rests with the Administration.

TOPS	
Items	Includes: shirts, blouses, sweaters, sweatshirts, vests, and jackets to be worn indoors. No hooded jackets or hooded sweatshirts are allowed for indoor wear in and between classes. However, LCHS approved hooded sweatshirts, purchased from the school, and in like new condition, are allowed.
Colors SOLID COLORS STRIPES PATTERNS	All non-fluorescent colors are allowed. Stripes and patterns are allowed. No bright or neon colors. No pictures or writing. Camouflage or floral prints are not allowed. Small (Less than 1” x 1”, or the size of a quarter), non-writing, logos are permitted along with the official Liberty patch). Liberty Common High School shirts and sweatshirts, available for purchase through the school are allowed.
Comments	<ul style="list-style-type: none"> • Males must wear LCHS Dress-Code-compliant shirts with collars. • T-shirts are not approved in the LCHS dress-code. • Sweaters and sweatshirts may be worn with collared shirts or an appropriate crew-neck undershirt. • The lowest layer of LCHS Dress-Code-compliant tops MUST be tucked in at all times while in the building. • No Décolletage (the “four-finger rule”). No skin may be exposed four fingers’ width below the manubrium (top of sternum). Front-opening tops must be closed and firmly fastened at or above the “four-finger” point. • Sweaters, sweatshirts, vests, and jackets, which are worn, must be worn over a LCHS Dress-Code-compliant top or crew-neck undershirt and must be Dress-Code-compliant colors. • LCHS Dress-Code-compliant tops must not be sleeveless.

	<ul style="list-style-type: none"> • Un-tucked shirts must be kept at a reasonable level near the waistline. • Front-opening tops with zippers, laces, or without buttons or snaps are not allowed. • No jackets, sweatshirts or sweaters should be tied around the waist. • Shirts cannot be see-through. Fabrics must be thick enough to conceal skin and undergarments. • Shirts must be in good condition – not tattered, torn, worn or frayed. • Un-pressed, badly wrinkled shirts are considered an unnecessary distraction.
Bottoms	
Items	Includes: trousers, skorts, shorts, skirts, capris and jumpers. No Gauchos or Cargos.
Colors & Fabrics SOLID COLORS STRIPES PATTERNS	All non-fluorescent colors are allowed. Stripes and patterns are allowed. No pictures or writing. Camouflage or floral prints are not allowed. Regular woven, twills, and corduroys are allowable—denim fabric is not allowed regardless of color. If you have a question regarding what is denim and what is not then please refrain from buying clothes of a fabric type and style about which you are unsure. Denim and twill are very similar, but when denim wears the worn part shows white, whereas twill does not. The final call on denim belongs to the Administration.
Comments	<ul style="list-style-type: none"> • Trousers must touch the top of the shoe in front and may not drag on the ground when standing straight. • Bottom hem of shorts must fall between the kneecap and 5 inches above the top of the kneecap when standing straight. • The bottom hem of skirts and jumpers must fall between the ankle and 4 inches above the top of the kneecap when standing straight. • No baggy clothes or clothes with a sagging crotch. • No pockets below the usual pocket level. The most number of pockets is 5 pockets, all of them

	<p>attached to, or just below, the waistband: two in the front, two in the back, and one small coin pocket.</p> <ul style="list-style-type: none"> • Solid colored leggings and tights can be worn in any of the approved colors, but must be worn UNDER a skirt or jumper. • Patterned hosiery is not allowed. • Low-rise pants are not allowed. • No sweats, stretch pants, overalls, spandex, lace or sheet clothing. • No nylon flight pants, Cargo pants, or pants with zippers down the sides. • Dress-Code-compliant bottoms cannot be see-through. Fabrics must be thick enough to conceal skin and undergarments. • Dress-Code-compliant bottoms must be in good condition – not tattered, torn, threadbare or frayed. • Discreet logos on waistbands are allowed. • Jeans must in good condition on “Free-Dress Fridays” and “Blue-Jean Mondays.”
Additional Comments	
Jewelry	<ul style="list-style-type: none"> • All jewelry and accessories must be modest and in good taste. • All necklaces must be of normal size, not oversized and no more than two necklaces worn at one time. • Only one wristband or bracelet may be worn at a time on each arm. • Ear piercings are permitted for females. No more than two earrings per ear. • No visible piercing other than the ear will be allowed. • Spikes and studs on bracelets, belts or necklaces are not allowed. • Males may not wear earrings.
Undershirts	<ul style="list-style-type: none"> • No symbols, writing or designs are allowed on undershirts. A Dress-Code-compliant shirt, sweater or sweatshirt must be worn over the undershirt. • Turtlenecks or mock turtlenecks may be worn under a Dress-Code-compliant shirt.

Miscellaneous	<ul style="list-style-type: none"> • LCHS Uniform Dress is encouraged at all times. • Neckties and/or bowties are allowed. Ties should be in good taste and must be worn snug at the collar. • Suits, blazers and sport coats are permitted. • Make-up must be modest, natural, low key and in good taste. • Hair color must be natural and limited to two natural colors. • No radical (distracting) hairstyles. • Corrective lenses must be a natural color and both eyes must match. • No visible tattoos or drawings on oneself. • No baggy clothes. • No exposed undergarments. • Clothing should be clean, neat, and in good repair. • Only one belt may be worn at a time. • Tennis shoes with non-marking soles must be worn in gym class. • No hats, gloves or coats may be worn in the building. • Clothing may not be worn inside out. • Clothing may not be worn backwards. • Students on a field trip will be in dress code or a modified version of the LCHS Dress Code at the discretion of the teacher. • No spaghetti strap clothing or tank tops. • No changing out of Dress Code after school without prior permission. • On Free-Dress Fridays and Blue-Jean Mondays, clothing shall be modest with no tank tops, spaghetti straps, or sleeveless tops, belly-button shirts, short shorts, or low-rise pants or shorts. • Clothing may be fitted but not tight or immodest. • Shoes need to be appropriate for daily activity and not be distracting. • Beginning fall of 2010 flip-flops are only allowed on administration-designated incentive days.
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The Board of Directors FULLY SUPPORTS the discretion of the Staff and Administration as they enforce the LCHS Dress Code. Please check with the Headmaster or Assistant

Principal if you have any questions. The final determination on the appropriateness of any item of clothing or appearance rests with the Administration. This code is for the benefit of ALL LCHS students.

Exceeding LCHS Dress Code Is Expected

Exceeding the minimum standards of the LCHS Dress Code is formally encouraged. In some circumstances “dressing upward” or wearing LCHS Uniform Dress is mandatory. The LCHS Dress Code is a minimum standard intended to assist students in staying focused on academic goals and to represent the school’s high-quality standards. All LCHS students are expected to dress for success at all times.

LCHS Uniform Dress

LCHS Uniform Dress may be mandatory with advanced notice on such occasions as certain field trips, special meetings, performances, presentations, game days, competition days, visitations of honored guests, dignitaries, recruiters, etc. Coaches and activity advisors may require team participants to wear LCHS Uniform Dress on days corresponding with team activities.

For men: Sport coat or business suit, solid or geometric-pattern tie, white shirt (with white undershirt), dress shoes. Jacket color must be solid navy blue or fall within the range of black to grey. Suit vests or sweater vests are optional. Hair neatly groomed. No facial hair. Shoes shined.

For women: Any solid earth-tone business suit. Any combination of solid earth-tone, business-style skirt/slacks and jacket (two tone optional). Solid white or cream blouse. Appropriate shoes. Hair neatly groomed. Ties, bows or scarves are optional.

LCHS Uniform Dress, when not mandatory, is acceptable dress every day. Though optional it is officially encouraged by the school.

Incentives

Multiple incentives are employed to encourage dignified clothing choices at LCHS. Opportunities for positive reinforcement of LCHS’s dress expectations include:

1. Dress-for-Success Award. Four times per school year, the school recognizes one female student and one male student who best exemplify LCHS’s standards and expectations for dignified, respectful, responsible dress. Advantages will accrue to those wearing LCHS Uniform Dress. The Award entails school-wide recognition, a prize of meaningful value plus personal “Free-Dress Friday” and “Blue-Jean Monday” liberty passes.
2. Free-Dress Fridays. At regular pre-scheduled intervals, LCHS students are rewarded with free-dress days whereupon the LCHS minimum Dress Code is suspended. These occasions are restricted to Fridays. General rules regarding decency still apply. See clarification. Nothing is required to earn these reward days. However, Free-Dress

Fridays may be rescinded by the Administration from time-to-time as necessary, for example, to discourage lapses in Dress-Code compliance. Free-Dress Fridays do not override mandatory requirements for LCHS Uniform Dress. For example, if team members have a game that day or if students are representing the school off site, they must be in LCHS Uniform Dress.

3. Blue-Jean Mondays. On Mondays on or after September 1, jeans are permitted for all LCHS students who have maintained compliance with the LCHS Dress Code. However, these days may be rescinded by the Administration from time-to-time as necessary. These occasions are restricted to Mondays. All other Dress-Code requirements for tops are to be observed. General rules regarding decency still apply. See clarification. Blue-Jean Mondays do not override mandatory requirements for LCHS Uniform Dress.
4. Liberty Passes. As reward for exemplary behavior, LCHS students may earn passes issued by the LCHS Administration allowing the wearing of jeans on Fridays. Liberty passes may be used only on Fridays. Any student utilizing a personal Liberty Pass must be in possession of the pass at all times throughout the day of use. The pass must be validated at the beginning of the school day by a homeroom advisor. Students must produce the pass throughout the day upon the request of LCHS staff. Passes are valid for one school day. Liberty Passes, as any incentive day, may be rescinded by the Administration from time-to-time as necessary.
5. Seniority Privileges. As LCHS students advance in seniority they will be afforded more opportunities to earn personal Liberty Passes.
 - Clarification of Free-Dress Fridays: Although Free-Dress Fridays suspend normal Dress-Code requirements, general rules of decency still apply. On Free-Dress Fridays, clothing shall be modest with no tank tops, spaghetti straps, sleeveless tops, belly-button shirts, short shorts, or low-rise pants or shorts. In general, do not wear offensive, distracting or distasteful clothing. Do not wear clothing that exposes, whether deliberately or inadvertently, the midriff, near midriff, waist, underarms, Décolletage (four-finger rule) or undergarments. Jeans must be in good repair not soiled, tattered, threadbare, or frayed.

Restatement: Declaration About The LCHS Dress Code – Superseding Guidelines

The final determination on the appropriateness of any item of clothing and appearance rests with the LCHS Administration. Any question on the appropriateness of apparel or grooming not covered or otherwise contemplated by the published LCHS Dress Code is subject to the enforcement and judgment of the LCHS Administration.

Originally adopted 120309 by unanimous vote of the Board.
Code effective: 120409