

**Liberty Common School
Board of Directors Meeting Minutes
May 17, 2008**

Attendance: Rob Lanciotti, Craig Horton, Michelle Provaznik, Dave Kleen, Wade Darrow, Terrie Fischer, Kayleen Frayley, Russ Spicer, Tim Ricketts

Call to order and agenda approved at 7:00 p.m.

Routine Business

- Approve April meeting minutes. Michelle will submit with May minutes for approval next month.
- Community and Staff Comment: Kristine Meyers and Mark Minnerlee were guests. They were present to encourage us to consider expansion of the school.

Administration Reports

Business Manager Report

- Monthly Financial Review: Mr. Ricketts reported everything is on track. Barring any unforeseen major expenses, the school will be adding about \$150,000 to the fund balance. \$9000 was raised at the silent auction fundraiser. This money will be allocated to technology items. Mr. Ricketts thanked all of the parents who organized the event.
- Adopt 2008-2009 Budget: Terrie moved to pass the budget as presented by Mr. Ricketts, Rob seconded. Motion passed unanimously
- Motion to engage auditor: Craig motioned to engage Sample and Bailey as our auditor again this year. Rob seconded. Motion passed.

Headmaster Report

Mr. Spicer reported that 3rd grade reading CSAP scores were top in district. NWEA testing is nearing completion. Will consider offering academic incentives to motivate students to do well and focus on the test. Brit Lit/Writing Specialist position and special ed position have been filled. Teacher evaluations almost complete.

Old Business

Reconfiguration Discussions:

- Craig and Kayleen reported on their field trip to Classical Academy and Jefferson Academy. Kayleen will submit a report with the highlights.
- Mr. Ricketts noted that in our financial discussions we should remember that in order to utilize the money of our positive fund balance, we must incur a deficit. We cannot run a deficit for 2 years in a row without causing a major problem with the state. Therefore, if we are considering using the fund balance in any way, it would be better to utilize one larger sum for one year and not planning on utilizing money for 2 consecutive years. We must maintain a minimum of \$500,000 as a reserve balance.
- Craig shared his personal impressions of the expansion.

Review survey results: please see report distributed by Terrie. Board was encouraged that AP and math/science curriculums placed so high.

New Business

School student travel policy was tabled until the next meeting.

Executive Session: Board entered executive session at 9:55 p.m. to discuss retention of Headmaster. Executive session and meeting were adjourned at 10:04 p.m.