

**LIBERTY PREPARATORY SCHOOL**  
Governing Board  
Organizational and Regular Meeting Minutes  
January 12, 2017  
4:00 PM  
Smithville United Methodist Church  
243 N. Milton St.  
Smithville, OH 44677

**ROLL CALL**

The 2017 Organizational and January 12, 2017 Regular Meeting of the Liberty Preparatory Governing Board was called to order by President Misty Hanson at 4:00 PM. Having due notice, members present were Helen Bartashus, Cameron Maneese, Justin Chenevey, and Misty Hanson. Matt Brown and Jeff Layton were absent.

**COMMUNITY MEMBERS IN ATTENDANCE**

Dr. Deb Williams, Judy Kestner, Brian Hessey, and Sandy Hadsell

**Public Records Meeting:** No public records were submitted for disposal.

**Organizational Items:**

The purpose of this meeting is to: (1) Complete any old business of the 2016 year, (2) reorganize for the 2017 year, (3) and to conduct any pertinent business that may be brought before the Board.

**Election of President:**

**2017-01 Maneese nominated Misty Hanson for President for 2017 and Bartashus seconded the nomination.**

**Maneese moved and Chenevey seconded the motion to close nominations.**

**Vote to close nominations: Yes: Maneese, Hanson, Bartashus, Chenevey. Absent: Brown, Layton.**

**Vote for Hanson for President: Yes: Chenevey, Maneese, Hanson, Bartashus. Absent: Brown, Layton.**

Misty Hanson is declared President.

**Election of Vice-President:**

**2017-02 Bartashus nominated Cameron Maneese for Vice-President for 2017 and Hanson seconded the nomination.**

**Chenevey moved and Bartashus seconded the motion to close nominations.**

**Vote to close nominations: Yes: Hanson, Bartashus, Chenevey, Maneese. Absent: Brown, Layton.**

**Vote for Maneese for Vice-President: Yes: Bartashus, Hanson, Maneese, Chenevey. Absent: Brown, Layton.**

Cameron Maneese is declared Vice-President.

**SETTING OF MEETING DATE(S) FOR 2017 – AS PRESCRIBED BY LAW**

Regular Meeting Date(s) for 2017:

**2017-03 Maneese moved and Bartashus seconded the motion to hold the Board of Education**

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**Meetings at Smithville United Methodist Church on the second Thursday of each month at 3:30 PM.**

**Vote: Yes: Bartashus, Maneese, Chenevey, Hanson. Absent: Brown, Layton.**

**BLANKET RESOLUTIONS**

**2017-04 Chenevey moved and Bartashus seconded the motion to approve the following items:**

The Treasurer recommends the adoption of the following resolutions for the expeditious transaction of the business of the Liberty Preparatory School Board of Education for calendar year 2017:

- Section 1*      Approval for the Treasurer to invest monies when available at the best interest rate.
- Section 2*      Approval for the Treasurer to advertise for routine bids as required by law.
- Section 3*      Approval for the Treasurer to pay bills within appropriations approved by the Board and to pay salaries, fixed charges and metered services.
- Section 4*      Approval for the Treasurer to transfer and advance monies among the accounts of any fund and between accounts of differing funds as authorized by law.
- Section 5*      Approval for the Treasurer to serve as the Public Records Officer and attend public records training.

**Vote: Yes: Maneese, Chenevey, Hanson, Bartashus. Absent: Brown, Layton.**

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**2017-05 Maneese moved and Chenevey seconded the motion to approve the following items:**

The Director recommends the adoption of the following resolutions for the expeditious transaction of the business of the Liberty Preparatory School Board of Education for calendar year 2017:

- Section 1*      Approval for the Director of Schools to serve as purchasing agent.
- Section 2*      Approval for the law firm Day Ketterer LLP, to provide legal counsel as needed.
- Section 3*      Approval for the Director of Schools to apply and participate in any federal or state project or program and to make application for such funds as are available from state, federal and other sources.
- Section 4*      Approval for the Director to employ staff in accordance with Board approved salary schedules on a temporary basis pending the next Board meeting.
- Section 5*      Approval for the Director to enter into agreements to implement student placements in accordance with federal and state statutes and their requirements for Student Individual Education Plans.

**Vote: Yes: Maneese, Chenevey, Hanson, Bartashus. Absent: Brown, Layton.**

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**Regular January Agenda:**

**Treasurers Business:**

**2017-06 Bartashus moved and Chenevey seconded the motion to approve the Treasurer's Business items as presented.**

1. To approve the Minutes of the December 8, 2016 Regular Meeting.
2. To approve the December 2016 Financial Reports as Presented:  

Income: \$ 57,768.91	Expenses: \$ 49,458.04
General Fund Balance: \$ 42,614.10	Reserve Balance: \$ 8,827.73
Total Cash Balance: \$ 50,914.29	
3. To approve the transfer of \$7,800 from General Fund to General Fund Reserve to be used for future ODE Foundation Aid Deductions.

**Vote: Yes: Bartashus, Maneese, Chenevey, Hanson. Absent: Brown, Layton.**

**Director's Discussion Items:**

1. Current enrollment is 78 students.
2. Brian attended a meeting earlier today to secure lunches from a group of organizations including Salvation Army and the Akron area food bank.
3. Brian updated the board with the results of the Liberty Values Assessment. The top vote getters were Respect, Compassion, and Flexibility. He will work on incorporating these qualities into our organizational environment.
4. Brian discussed with the board ideas for incorporating Yoga, and other non-electronic activities into our daily schedules to help reduce stress and conflict between students and staff.

**Director's Business Items:**

**2017-07 Maneese moved and Bartashus seconded the motion to approve a contract with Joie Schmidt to provide Yoga and mindfulness instruction sessions to staff and students as part of our physical education and wellness programs for the next nine weeks.**

**Vote: Yes: Bartashus, Maneese, Hanson, Chenevey. Absent: Brown, Layton.**

**Board Business:**

**2017-08 Maneese moved and Chenevey seconded the motion to accept the resignation of Jeff Layton as Board Member effective January 12, 2017. The board appreciates Mr. Layton's three years of service to Liberty Prep.**

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**Vote: Yes: Bartashus, Chenevey, Maneese, Hanson. Absent: Brown, Layton.**

**Sponsor's Report:**

Dr. Williams and Judy Kestner reported that the Sponsor improvement plan has been submitted to ODE.

New evaluation documents were distributed to board members to prepare the Director and Treasurer Evaluations.

Board Members will submit their copies to Jill Rohr at Tri-County and she will compile them and send the summary to Misty prior to the next board meeting.

**Next Meeting Date: February 9, 2017 at 3:30 PM.**

**Motion to Adjourn:**

**2017-09 Maneese moved and Chenevey seconded the motion to adjourn the meeting.**

**Vote: Yes: Chenevey, Bartashus, Maneese, Hanson. Absent: Brown.**

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**Board President**

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**Treasurer**