

LIBERTY PREPARATORY SCHOOL
Organizational and Regular Meeting Minutes
January 9, 2020 3:30 PM
Smithville United Methodist Church
243 N. Milton St.
Smithville, OH 44677

ROLL CALL

Having due notice the following board members were present: Justin Chenevey, Cameron Maneese, Matt Brown, Helen Bartashus, and Misty Hanson. Also in attendance was Kathy Applegate from ODE, Jenna Parnell, Brian Hessey, and Sandy Hadsell from Liberty Prep.

Call to Order

President Misty Hanson called the meeting to order.

Pledge of Allegiance

Oath of Office: Treasurer Sandy Hadsell administered the Oath of Office to returning board member Matt Brown.

A Representative from Catholic Charities presented the board with the revised Memorandum of Understanding for wraparound services and answered questions.

Public Records Meeting:

There were no Public Records presented for disposal.

Organizational Items:

The purpose of this meeting is to: (1) Complete any old business of the 2019 year, (2) reorganize for the 2020 year, (3) and to conduct any pertinent business that may be brought before the Board.

Election of President:

2020-01 Chenevey moved and Maneese seconded the motion to nominate Misty Hanson for the office of President for 2020.

Chenevey moved and Bartashus seconded the motion that nominations be closed.

Vote to Close Nominations: Yes: Maneese, Hanson, Bartashus, Chenevey, Brown.

**Vote for President: Chenevey: Misty Hanson
Brown: Misty Hanson
Maneese: Misty Hanson
Bartashus: Misty Hanson
Hanson: Misty Hanson**

Misty Hanson was declared President for 2020. Treasurer Sandy Hadsell administered the oath of office.

Election of Vice-President:

2020-02 Bartashus moved and Brown seconded the motion to nominate Cameron Maneese for the office of Vice-President for 2020.

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Chenevey moved and Brown seconded the motion that nominations be closed.

Vote to Close Nominations: Yes: Hanson, Bartashus, Chenevey, Brown, Maneese.

Vote for Vice-President: Bartashus: Cameron Maneese

Hanson: Cameron Maneese

Maneese: Cameron Maneese

Chenevey: Cameron Maneese

Brown: Cameron Maneese

Cameron Maneese was declared Vice-President for 2020. Treasurer Sandy Hadsell administered the Oath of Office.

SETTING OF MEETING DATE(S) FOR 2020 – AS PRESCRIBED BY LAW

Regular Meeting Date(s) for 2020:

2020-03 Maneese moved and Chenevey seconded the motion to hold the Board of Education Meetings at Smithville United Methodist Church on the third Thursday of each month at 3:30 PM.

Vote: Yes: Bartashus, Brown, Maneese, Chenevey, Hanson

BLANKET RESOLUTIONS

2020-04 Brown moved and Bartashus seconded the motion to adopt:

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 2020:

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, Brown

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2020-05 Maneese moved and Brown seconded the motion to adopt:

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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 2020:

- Section 1* Approval for the Director of Schools to serve as purchasing agent.
- Section 2* Approval for the law firm Peters, Kalail, and Markakis Co., LPA. 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: Brown, Maneese, Chenevey, Hanson, Bartashus

Board Policies Annual Review:

2020-06 Maneese moved and Brown seconded the motion to:

1. Approve the annual review of Board Policies:
 - a. Policy 1450 Ethics and Conflicts of Interest
 - b. Policy 2510 – Compliance with Federal and State Safety Programs
 - c. Policy 2620 School Safety Plan Updates
 - d. Policy 2630 Crisis Management and Response Plan
 - e. Policy 2640 Emergency Evacuation Drills

Vote: Yes: Bartashus, Brown, Maneese, Chenevey, Hanson

The Organizational Meeting concluded at 3:55 PM.

Treasurer's Business:

2020-07 Chenevey moved and Bartashus seconded the motion to approve the Treasurer's Business:

1. Approve the Minutes of the December 19, 2019 Regular Meeting.
2. Approve the December 31, 2019 Financial Reports as Presented:

Monthly Revenue: \$54,934.87 Monthly Expenses: \$95,938.29

General Fund Balance: \$ (9,199.54) General Fund Reserve: \$21,422.76

Grant payments due to Liberty: \$15,432.66

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All Funds Balance: \$11,346.92

Unpaid Invoices: \$ 0

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

Director's Discussion Items:

1. Enrollment, Attendance, and Academic Report. 65 Students are currently enrolled. Brian met with several new prospects this week.
2. Jenna distributed and discussed the separation of duties plan for next year.
3. Brian shared the quote from Tech Excellence LLC for the proposed curriculum professional development. We will have access to Fuel Ed and Schools LLP and will be able to evaluate each program.
4. We are not able to use Public School Works for Board member training. It would give information but is not recognized by the state for compliance purposes. The official state websites must be used for public records and board member ethics.
5. The Board discussed the revised Memorandum of Understanding with Catholic Charities and made recommendations for changes, and adjustments.

Misty excused herself at 4:30 PM and Cameron Maneese assumed the chair.

Director's Business Items:

2020-08 Brown moved and Bartashus seconded the motion to approve the Director's Business items as modified:

1. Approve the Service Coordination Agreement with Catholic Charities Diocese of Cleveland to provide mental health student support services for one month (February 2020) until a final contract can be written and approved. Cost will be \$2,000 for 52 hours in February paid from The Student Success and Wellness Grant.
2. Approve the quote from Tech Excellence, LLC to provide Professional Development and Curriculum Software Support from Schools PLP Online K!2 and Fuel Education Online 6th-12th at a cost of \$7,000 to be paid from the School Improvement Grant.

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

Board Business:

2020-09 Bartashus moved and Brown seconded the motion to:

Approve and adopt the following board policies and revisions as provided by Maria Markakis:

Policy No. 2230 Medication Administration
Policy No. 2231 Student Use of Medical Marijuana
Policy No. 3570 Released Time Courses in Religious Instruction
Form No. 3570.1 Consent for Released-Time Courses in Religious Instruction
Policy No. 5420 Drugs and Alcohol Policies

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

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Sponsor's Report

Kathy reported that she will give the board notes form the meeting to Maureen and expects Maureen to be the representative at our next meeting. Contact her if we have questions or concerns that come up.

Next Meeting Date: Regular February Meeting: February 20, 2020 at 3:30 PM.

Motion to Adjourn:

2020-10 Chenevey moved and Brown seconded the motion to adjourn.

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

With no further business, the meeting adjourned at 4:50 PM.

Board President

Treasurer