

LIBERTY PREPARATORY SCHOOL

Regular Meeting Minutes

March 12, 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: Helen Bartashus, Justin Chenevey, Cameron Maneese, and Misty Hanson. Matt Brown was absent. Also in attendance were Jenna Rupp, Brian Hessey, and Sandy Hadsell from Liberty Prep. Maureen Businger attended via telephone.

Call to Order – Misty Hanson

Pledge of Allegiance

2020-17 Bartashus moved and Maneese seconded the motion to approve the Treasurers Business:

1. Approve the Minutes of the February 20, 2020 Regular Meeting.
2. Approve the February 29, 2020 Financial Reports as Presented:

Monthly Revenue: \$ 61,534.58 Monthly Expenses: \$ 61,286.15

General Fund Balance: \$ -6,656.58 General Fund Reserve: \$21,422.76

All Funds Balance: \$ 27,264.23

Unpaid Invoices: \$ 0

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

Director's Discussion Items:

1. Enrollment, Attendance, and Academic Report: Current Enrollment stands at 81 students.
2. Brian and Jenna's List – School Calendar will move us to a brick and mortar format and provide in class hours for students. This will eliminate loss of funding due to lack of outside of class hours by our students.
3. Other – Brian informed board members that due to the Corona Virus outbreak, Governor DeWine and The Ohio Department of Health have just announced the closure of schools for the next three weeks beginning on Tuesday March 17. The Governor is requesting that schools do what they can to provide for the education process to continue from home for the next few weeks. Brian and Jenna have been anticipating the possible school closure and working out plans in this event. They will meet with staff tomorrow to work out the details. Board members were concerned about food for our students. Brian and Jenna will do what they can to deliver food to students in need.

2020-18 Maneese moved and Chenevey seconded the motion to approve the Director's Business Items:

1. Approve the 2020-21 School Calendar.

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

Sponsor's Report: Maureen apologizes for not being there due to travel restrictions for ODE employees due to the virus. Events and Directives from the Governor's Office and other state offices are changing rapidly, and the Office of School Sponsorship will try their best to give us the latest information and assist in any way possible.

LIBERTY PREPARATORY SCHOOL

Regular Meeting Minutes

March 12, 2020 3:30 PM

Smithville United Methodist Church

243 N. Milton St.

Smithville, OH 44677

Board Business:

FY21 Budget Presentation and Discussion – Sandy, Jenna, and Brian presented a proposed budget for FY21 with reductions and changes to staffing, and the addition of the CBI program with Brian as the instructor and CBI director. The CBI could increase revenue by approximately \$50,000. We were also able to work \$15,000 into the budget for new online curriculum licenses.

Distribute the following board policies and revisions for review as provided by Maria Markakis:

Policy No. 1755 Purchasing and Proper Public Purpose (Revised)

Policy No. 4301 Graduation Requirements for FY21 and FY22

Form 4301.1 Overview of Graduation Requirements

Executive Session:

2020-19 Chenevey moved and Maneese seconded the motion to move into Executive Session for the appointment, compensation, employment, discipline, or evaluation of personnel at 4:26 PM.

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

2020-20 Chenevey moved and Maneese seconded the motion to reconvene the open meeting at 6:07 PM.

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

Board Business:

2020-21 Chenevey moved and Maneese seconded the motion to approve the following Administrative Contracts for FY21.

1. Approve the Administrative Contract for FY21 with Jenna Parnell to serve as Director at a salary of \$60,000 with 7% pick-up on STRS employee share. Additional bonus of \$1,000 if 75 students are enrolled by February 1 and an additional \$1,500 if 85 students are enrolled by May 1.
2. Approve the Administrative Contract for FY21 with Brian Hessey to serve as Administrative Consultant on a 90-day contract at a salary of \$35,088 with 14% Pick-up on STRS employee share.
3. Approve the Fiscal Services Contract for FY21 with Sandy Hadsell to serve as Treasurer at a salary of \$11,025.
These positions to be hired thru Tri-County ESC Payroll.
4. Approve the Shared Services Agreement with Norwayne Local School District for FY21.

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

2020-22 Chenevey moved and Bartashus seconded the motion to set the next meeting date for Thursday April 23, 2020 at 3:30 PM and to adjourn the meeting.

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

With no further business, the meeting adjourned at 6:09 PM.

Board President

Treasurer