

LIBERTY PREPARATORY SCHOOL
Regular Meeting Minutes
September 19, 2019 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, and Misty Hanson. Cameron Maneese, and Matt Brown were absent. Also in attendance were Maureen Businger 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

Treasurer's Business:

2019-50 Chenevey moved and Bartashus seconded the motion to:

1. Approve the Minutes of the August 1, 2019 Regular Meeting, and August 15, 2019 Special Meeting.

2. Approve the August 31, 2019 Financial Reports

Monthly Revenue: \$51,204.39 Monthly Expenses: \$44,436.49

General Fund Balance: \$ 42,680.31 General Fund Reserve: \$41,433.08

All Funds Balance: \$82,421.15

3. Approve The Five Year Forecast to be submitted to the Ohio Department of Education.

4. Approve the creation of fund 467-9020 Student Success and Wellness and appropriate \$26,777 to that fund. Funds will be received in October and February as part of the new state budget.

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

Director's Discussion Items:

1. Enrollment, Attendance, and Academic Report: Current enrollment is 47 students.
2. Brian presented board members with a summary of the FY19 State Report Card. Liberty exceeds or meets standards on all categories of graduation rate, progress, and gap closing, but fell short on performance indicators, as for a number of indicators, we do not have enough students in the category to receive a rating. Math and Reading Proficiency are two areas we will be trying to improve.
3. Brian shared with the board a program for Susan Flinger to obtain an Alternative Principal's License. She would be doing an internship with Liberty and could obtain the license rather doing several years of only coursework. Brian will have more information about the program at the next board meeting.

Sponsor's Report

Maureen presented Board Members with copies of the Bylaws for Liberty Prep and asked them to review them to see if any revisions need to be made. Sandy thought these bylaws were drafted by Allen Wilson from the very beginning and were revised from a community school in Youngstown.

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Maureen also encouraged board members to read the copies of "Governing with Excellence" she had presented at last month's meeting. There will be applications for a Capital Strategies Grant coming up in October. The maximum per grant is \$50,000 but it is one we should apply for.

Board Business:

2019-51 Bartashus moved and Chenevey seconded the motion to:

1. Approve and adopt the following board policies and revisions as provided by Peters, Kalail & Markakis:

Policy 1741 Public Records Access Policy
Policy 2110 Food Services Program Revised
Policy 2280 Student wellness and Success Program
Policy 3670 College Credit Plus
Form 3670.1 College Credit Plus Counseling
Form 3670.3 Annual Notice: College Credit Plus
Policy 4201 Attendance, Absence, and Truancy Revised (Again)

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

Public Records Training will be offered at Tri-County ESC on October 4 at 10 AM.

Next Meeting Date: Regular Meeting: October 17, 2019 at 3:30 PM.

Motion to Adjourn:

2019-52 Chenevey moved and Bartashus seconded the motion to adjourn.

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

With no further business the meeting adjourned at 4:20 PM.

Board President



Treasurer

Liberty Board Update

9/19/2019

9th Grade	3
10th Grade	7
11th Grade	15
12th Grade	22
	47

Chippewa (050534)	2
Dalton (05524)	0
Green (050559)	7
Northwestern (050575)	3
Norwayne (050567)	4
Orrville (044610)	4
Rittman (045591)	2
Southeast (050583)	3
Triway (050591)	3
Wooster (045120)	19
	47

(8 moved out of the county first week of school)
(3 enrollees scheduled to start next week)

- I. Report Card
- II. Special Education Report Card
- III. Susan Flinner - Admin

*50 students
beginning next
week*

Ohio School Report Cards

Search for a school or district.

Liberty Preparatory School

Meets Standards Districts and schools report information for the Ohio School Report Cards on specific marks of performance, called measures, within broad categories called components. Dropout Recovery Program schools receive ratings for up to eight measures and four components.

School Rating

High School Test Passage Rate

The High School Test Passage Rate component represents the number of students who passed all five state tests that are required for graduation.

Students who Passed all Five Tests

20.0%



Not Rated

Rating

Graduation Rate

The Graduation Rate component looks at the percent of students who are successfully finishing high school with a diploma in four, five, six, seven, or eight years.



Exceeds Standards

Rating

Progress

The Progress component looks closely at the growth that all students are making during the school year.

Value-Added

Overall



Meets Standards

Rating

Graduation Rates

A Graduation rate is not calculated if there are not at least 10 students in the graduating class

- 41.2% of students graduated in 4 years
- 62.1% of students graduated in 5 years
- 60.0% of students graduated in 6 years
- 51.7% of students graduated in 7 years
- 38.5% of students graduated in 8 years

41.2% is the weighted average of all graduation rates.

Gap Closing

The Gap Closing component shows how well schools are meeting the performance expectations for our most vulnerable populations of students in English language arts, math and graduation.

Annual Measurable Objectives



Meets Standards

Rating



Exceeds Standards

4-Year Rating



Exceeds Standards

5-Year Rating



Exceeds Standards

6-Year Rating



Exceeds Standards

7-Year Rating



Meets Standards

8-Year Rating



Exceeds Standards

Combined Rating

2018-2019 Ohio Special Education Annual Rating
 Exempt from 2017-2019 data
Liberty Preparatory School
 (013962)

2019 Rating: Needs Intervention
Required Actions: Indicator Review Required on 19-20 Profile

For assistance in improving your rating, contact your regional State Support Team at www.ssa9.org.

2019 RATING CALCULATION
(REQUEST INDICATORS SHOW INCLUDED)

Compliance Indicators	Results Indicators	2019 Overall Score	2019 Rating	Rating
Total points: 16.00	Total points: 3.00	2.75	2.75	(Average of Compliance Score and Results Score)
# of indicators with data: 4	# of indicators with data: 2	Needs Intervention	Needs Intervention	
Compliance Score: 4.00	Results Score: 1.50			



PERFORMANCE ON COMPLIANCE INDICATORS



PERFORMANCE ON RESULTS INDICATORS

Indicator	Target	Result	Points
Indicator 4b: Disproportionality - Discipline	Target: Less than or equal to 3.50	Result: <2.00	Points: 4
Indicator 9: Disproportionality - All Categories	Target: Less than or equal to 3.50	Result: NR	Points: NR
Indicator 10: Disproportionality - Specific Disability Categories	Target: Less than or equal to 3.50	Result: NR	Points: NR
Indicator 11: Timely Initial Evaluations	Target: 100%	Result: NR	Points: NR
Indicator 11 On Time: NR	Indicator 11 Total: NR	Result: NR	Points: NR
Indicator 12: Early Childhood Transition	Target: 100%	Result: NR	Points: NR
Indicator 12 On Time: NR	Indicator 12 Total: NR	Result: 100.00%	Points: 4
Indicator 13: Secondary Transition	Target: 100%	Result: 100.00%	Points: 4
Indicator 3c: Math Proficiency Rate	Target: 29.00% or greater	Result: 0.00%	Points: 0
Math SWD Proficient or Above: 0	Math SWD Total: 15		
Indicator 3c: Reading Proficiency Rate	Target: 24.68% or greater	Result: 21.43%	Points: 3
Reading SWD Proficient or Above: 3	Reading SWD Total: 14		
Third Grade Reading Proficiency Rate	Target: 30.00% or greater	Result: NR	Points: NR
3rd Grade Reading SWD Proficient or Above: NR	3rd Grade Reading SWD Total: NR		
Graduation by Standard Requirements	Target: TBD	Result: 33.33%	Points: TBD
SWD Graduating by Standard Requirements: 3	Total SWD Exiting: 9		
Participation in Math Alternate Assessments	Target: ≤1.00%	Result: 0.00%	Points: TBD
Students Taking Math Alternate Assessments: 0	Total Students Assessed in Math: 24		

Indicator 13 Total: 23

Indicator 13 Transition Plan: 23

Target: No late/uncorrected findings

Indicator 15: Timely Correction of Noncompliance

Result: No late/uncorrected findings

Points: 4

Indicator 20: Timely and Accurate Data

Target: No data issues

Result: No data issues

Points: 4

IDEA Audit Findings

Target: No audit findings

Result: NR

Points: NR

Targets for Results Indicators

Click [here](#) for the annual targets established for the results indicators.



ENSURE DATA SECURITY

Each district is responsible to manage the security and local access to its rating report data. The data provided are for district use only and are NOT masked. Reports may contain information for group sizes of fewer than 10 individuals. They are not intended for public distribution. Districts should observe their local policies for security of unmasked data.



APPEALS PROCESS

If your district wishes to appeal your rating, you must submit a completed appeal form and supporting documentation by **September 27, 2019**.

Click [here](#)

Districts or schools considering an appeal may contact the Office for Exceptional Children at determinations@education.ohio.gov.



PUBLIC REPORTING

The Ohio Department of Education reports annually to the public on the performance of each district's special education program, including their Special Education Rating. The report containing the 2018 ratings is available [here](#). The Department will add the 2019 ratings to this report after the appeals period has concluded.

Alternative Principal License

This three-year nontraditional licensure pathway allows candidates to work in an Ohio school as a principal or assistant principal while completing requirements for a professional principal license.

Initial Application Requirements

Please submit the following with your initial application for a one-year alternative principal license:

Official transcripts - Submit all official transcripts verifying your college coursework, degrees and GPA of 3.0. Please scan and upload your original, official transcript in PDF format only. **We cannot accept grade reports, photos/photocopies of transcripts or unofficial transcripts.** Before uploading your transcripts, please see the following requirements:

- Your transcripts must include the date your degree was awarded.
- Include all pages of the transcript (front **and** back).
- The registrar's signature and transcript key/guide must be visible.
- Create one PDF file per transcript (do not upload pages separately).
- Upload transcripts from multiple universities separately (i.e. each transcript should be one PDF file).
- Electronic transcripts may only be sent **directly from the issuing college/university** to educator.licensure@education.ohio.gov.
- Please do not submit transcripts that will expire or are password protected or locked.
- If you completed college coursework outside the United States, you must submit a course-by-course analysis from a Department approved international credential evaluation service. Please click [here](http://education.ohio.gov/getattachment/Topics/Teaching/Licensure/Resident-Licensure-Options/Alternative-Resident-Educator-Licenses/LIST-OF-INTERNATIONAL-CREDENTIAL-EVALUATORS.pdf.aspx?lang=en-US) (<http://education.ohio.gov/getattachment/Topics/Teaching/Licensure/Resident-Licensure-Options/Alternative-Resident-Educator-Licenses/LIST-OF-INTERNATIONAL-CREDENTIAL-EVALUATORS.pdf.aspx?lang=en-US>) for the list of approved organizations.

Position verification - Submit a letter, on letterhead, from your employing superintendent or human resources director verifying the principal or assistant principal position in which you will serve, including grade levels.

Alternative Experience Verification Department of Education

more years of successful teaching experience or five years of successful experience in administration, education or management. This employment verification needs to be provided in letter format by the employer.

Renewal Application Requirements

You may renew your one-year alternative principal license two times to complete requirements for the professional principal license. Please submit the following with your online renewal application:

Renewal verification form - Submit the completed verification form for renewal of the alternative principal license with your online application.

- **Renewal Verification form**
</getattachment/Topics/Teaching/Licensure/Resident-License-Options/Alternative-Principal-License/Alternative-Principal-Renewal.pdf.aspx?lang=en-US>

Advance Application Requirements

At the end of the three-year alternative principal pathway, please submit the following with your application to advance to the professional principal license.

Official Transcripts - See *Initial Application Requirements* for transcript submission instructions.

Verification form to advance - Submit the completed verification form to advance the alternative principal license with your online application.

- **Verification form to advance to a professional license**
</getattachment/Topics/Teaching/Licensure/Resident-License-Options/Alternative-Principal-License/Alternative-Principal-Advance.pdf.aspx?lang=en-US>

Correcting the Employing District

Alternative principal license holders who transfer employment to a different Ohio school or district must submit the following with the online application to correct the alternative principal license:

Position verification - Submit a letter, on letterhead, from the new superintendent verifying the assistant principal or principal position in which you will serve, including grade levels.

Work experience verification - Submit a letter, on letterhead from the superintendent or human resources director of the former district, verifying the academic years you worked under the alternative principal license and your assignment (including grade levels). The

letter must also clarify that you are no longer employed as a principal or assistant principal in the school or district.

Please note that the new hiring district must electronically sign the online application.

Requirements in Year One of the Alternative Principal License Pathway

The employing Ohio school district shall provide the alternative principal license holder a mentoring program that includes the following:

Assignment of a mentor who holds a standard principal license or certificate and who has served in the capacity of principal;

Completion of the Interstate School Leaders Licensure Consortium

Self-Assessment (</getattachment/Topics/Teaching/Licensure/Resident-License-Options/Alternative-Principal-License/ISLLC-School-Leadership-Self-Inventory.pdf.aspx?lang=en-US>) ;

Development of a personal learning plan approved by the mentor and superintendent;

Assistance in acquiring critical knowledge in the following areas: facilitating a vision, school culture and instructional program, managing the school organization, collaboration and community engagement, ethics and integrity and understanding publics.

BACHELOR'S DEGREE HOLDERS

Documentation of enrollment in and satisfactory progress in a master's degree program in education administration at an accredited institution of higher education.

MASTER'S DEGREE HOLDERS

Documentation of satisfactory progress in meeting the requirement of three semester hours in school law and three semester hours in school supervision and teacher evaluation.

NON-EDUCATORS

The employing school district shall develop and implement a planned program for obtaining classroom teaching experience. Such a program must require the alternatively-licensed principal or assistant principal to work with an experienced teacher to obtain teaching experience. A total of 180 clock hours is required, with a minimum of 90 hours completed in year one and 90 hours in year two.

Requirements in Year Two of the Alternative Principal License Pathway

NON-EDUCATORS

Verification from the employing superintendent of 90 clock hours of classroom teaching experience completed during year two.

BACHELOR'S DEGREE HOLDERS

Documentation of satisfactory progress in a master's degree program in education administration.

MASTER'S DEGREE HOLDERS

Documentation of continuing progress in meeting program requirements.

Requirements for Professional Principal License

(At the conclusion of the three year Alternative Principal License Pathway)

BACHELOR'S DEGREE HOLDERS

Three years of successful experience under the alternative principal license;

Completion of a master's degree in education administration from an accredited institution;

Participation in a structured mentoring program;

Successful completion of the Ohio Assessments for Educators (<http://www.oh.nesinc.com/>) (OAE) Educational Leadership Exam (#015);

For non-educators, verification of successful completion of required classroom teaching experience.

MASTER'S DEGREE HOLDERS

Three years of successful experience under the alternative principal license;

Completion of six semester hours in school law, school supervision and teacher evaluation, plus an additional six semester hours or 90 clock hours of professional development based on pre-assessment data and personal learning goals;

Participation in a structured mentoring program;

Successful completion of the Ohio Assessments for Educators (<http://www.oh.nesinc.com/>) (OAE) Educational Leadership Exam (#015);

For non-educators, verification of successful completion of required classroom teaching experience.

Application Instructions

Access your OH|ID account. (<https://safe.ode.state.oh.us/portal/Home>)

Click Educator Licensure and Records (CORE).

Complete the online application from your CORE Dashboard.

See the CORE User Manual

(/getattachment/Topics/Teaching/Licensure/Resident-Licensure-Options/Alternative-Principal-Licensure/CORE-User-Manual.pdf.aspx?lang=en-US) for complete instructions.

Related Links

Fees for Licensure Applications

(<http://education.ohio.gov/Topics/Teaching/Licensure/Additional-Information/Complete-List-of-Applications>)

FAQs about the Online License System

(<https://education.ohio.gov/Topics/Teaching/Licensure/Additional-Information/Help-and-FAQs-for-the-Online-License-System>)

Last Modified: 9/11/2019 4:11:59 PM

Paolo DeMaria
Superintendent of Public
Instruction

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Education**

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Alerts 

contact.center@education.ohio.gov

**State Board of
Education of Ohio**

Laura Kohler, President

September 19, 2019

Sent by E-Mail

Governing Authority President/Chairperson
Treasurer
Liberty Preparatory School

Re: FY20 Fiscal and Enrollment August Review

Dear School Leader,

We have completed the fiscal and enrollment review of Liberty Preparatory School. This review is based upon the monthly financial information provided by the school's treasurer. Please be aware that our review is limited to the information provided and this is not an "audit" of the school's financial health.

Each month our staff hosts a phone conference to discuss the financial records received and any concerns we may have. The school treasurer and the governing authority are invited and encouraged to participate in these calls. A copy of the fiscal review report form is attached.

After reviewing the documents, the following items were identified as a concern:

- Current ratio and Debt ratio fall far below the standard

Review the notes contained in the report form. It is important for the governing authority to understand the financial status of the school and to carefully review and compare monthly financial reports to gain a better understanding of changes that occur from month to month. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Rebecca Vogler

Rebecca Vogler
Fiscal Oversight Administrator
Office of Ohio School Sponsorship
Ohio Department of Education
(614) 466-9225

cc: Governing Authority Members

Fiscal Review Report Form FISCAL YEAR 2020

Reviewer Name: Rebecca Vogler	School: Liberty Preparatory School
Month being reviewed: August 2019	
Date of Telephone Conference 9/19/19	Representative on Conference: Sandy Hadsell (330) 435-1153

Summary of Conference Call Including Reviewer Issues or Concerns:

Enrollment: 62.95 (Aug), 62.95 (July), 65.00 (Projected)

Cash: \$84,691.15 (Aug), \$78,240.81 (July)

Accounts Payable Over 60 Days: reported \$0.00

Days Cash: 59

Current Ratio: 0.9

Working Capital: (13,355.4)

Debt Ratio: 1.2

Notes after Conference Call and Other Comments:

All Points Discussed

Comment:

- Enrollment is projected, will see the FY20 enrollment on the October foundation payment, based on your EMIS submission
- CCIP
 - FY20 Consolidated Application – consultant returned not approved 9/10/19
 - FY19 ESEA Maintenance of Effort – passed – GFE Baseline \$618,314.58
 - FY19 IDEA Maintenance of Effort – passed – GFE Baseline \$113,447.50
 - FY19 Final Expenditure Reports due 9/30/19
- NEW Fund 467 Student Wellness and Success Funding, will be automatically loaded into your foundation payment in two payments in October and February, district plan required, please refer to the ODE site for additional information:
<http://education.ohio.gov/Topics/Student-Supports/Student-Wellness-and-Success/Student-Wellness-and-Success-Funding-Information-f>
- Next monthly finance meeting is scheduled for Thursday, October 17th at 9:00 am

Unresolved Issues:

July 2019: