

Constellation Schools: Old Brooklyn Community Middle
Special Board Meeting Minutes
Thursday, August 20, 2020
Constellation Schools – Administrative Offices, Parma, Ohio

I. Roll Call

Richard Lukich called the meeting to order at 6:15 p.m. with the following members present: James Tortelli, Lori Hoefs, Donna Reindel, Deborah Callen and Greg Kozarik via Google Meet.

School Staff present: Kristina Scott via Google Meet.

Constellation Schools LLC present: Richard Lukich, Becky Keeney, Mary Beth Oko, Caroline Zito, Kim Petonic, Laura Survance, Laura Horvath, Jillian Lukich, Julia Howerton, Brian Preseren, Lisa Vinarcik, Chrissy Garten, Joyce Lewis, Brian Knight and Garrick Lukich via Google Meet.

Sponsor representative: Joe Calinger via Google Meet.

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – July 16, 2020

OBCM-2020-08-01

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, to approve the minutes of July 16, 2020, as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2020/2021 is 257

Acceptance of Grant

OBCM-2020-08-02

A motion was made by Deborah Callen, and was seconded by Donna Reindel, accepting the grant in the form of a gift certificate for \$150.00 from Epix Entertainment through Welcome to the First Book Community. The gift certificate can only be used to purchase products from the Book Bank category. This donation is to be used to support remote learning, help families build home libraries, or order books in preparation for schools and programs to reopen, as presented.

All board members concurred

Motion Carried

V. Committee Reports

No report.

VI. Education Services

Education Program Coordinator

Brian Knight requested board approval for the Revised 2020/2021 School Calendar to reflect the First Quarter ends on November 6, 2020. Board approval was requested for the resolution approving the 2020-2021 Constellation Schools Remote Learning Plan.

Revised 2020/2021 School Calendar

OBCM-2020-08-03

A motion was made by Donna Reindel, and was seconded by Greg Kozarik, to approve the Revised 2020/2021 School Calendar to reflect the First Quarter ends on November 6, 2020, as presented (see attached).

All board members concurred

Motion Carried

Resolution for 2020/2021 Constellation Schools Remote Learning Plan

OBCM-2020-08-04

A motion was made by Donna Reindel, and was seconded by Greg Kozarik, to approve the Resolution for the 2020/2021 Constellation Schools Remote Learning Plan, as presented (see attached).

All board members concurred

Motion Carried

Professional Development Program Coordinator

Joyce Lewis requested board approval for a Field Placement for a Baldwin Wallace College student.

Field Placement for a Baldwin Wallace College Student

OBCM-2020-08-05

A motion was made by Greg Kozarik, and was seconded by Deborah Callen, to approve the Field Placement for a Baldwin Wallace College Student, as presented (see attached)

All board members concurred

Motion Carried

Curriculum Program Coordinator

No report.

VII. Student Services

Special Education Program Coordinator

No report.

Support Services Program Coordinator

No report.

School Nurse Program Coordinator

No report.

VIII. Technology Report

Laura Survance gave an update on the Broadband Connectivity Ohio Grant as information only.

IX. Human Resources Report

Kim Petonic requested board approval for Personnel Action. Kim Petonic requested that the board separately acknowledge the resignation and resulting separation from employment.

Personnel Actions

OBCM-2020-08-06

A motion was made by Donna Reindel, and was seconded by Deborah Callen, approving the Personnel Actions as presented (see attached).

All present board members concurred.

Motion Carried

X. Facilities Manager Report

No report.

XI. Business and Safety Manager Report

No report.

XII. Marketing Report

Refer to the Marketing Activity Report presented in the CS Board Drive.

XIII Treasurer Report

Caroline Zito requested board approval for the July, 2020 Financial Report. Board approval was requested for the Com Doc Managed Print Services Proposal. Board approval was requested for the Revised Independent Contractor Agreement. Board approval was requested for Asset Disposal.

July, 2020 Financial Reports

OBCM-2020-08-09

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, approving the July, 2020 Financial Reports as recommended by the Finance/Audit Committee (see attached).
All board members concurred
Motion Carried

Com Doc Managed Print Services Proposal

OBCM-2020-08-10

A motion was made by Donna Reindel, and was seconded by Greg Kozarik, approving the Com Doc Managed Print Services Proposal, as presented (see attached).
All present board members concurred.
Motion Carried

Revised Independent Contractor Agreement

OBCM-2020-08-11

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, approving the Revised Independent Contractor Agreement, as presented (see attached).
All present board members concurred.
Motion Carried

Asset Disposal

OBCM-2020-08-12

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, approving the Non-Capital Asset Disposal, as presented (see attached).
All present board members concurred.
Motion Carried

XIV. Executive Director

Rebecca Keeney requested board approval for New Policy 5.1070.1 Use of Face Masks/Coverings and New Policy 4.2010.10 Student Bill of Rights/Responsibilities. Board approval was requested to Readopt Policy 2.1070 General Notice of Non-Discrimination. Board approval was requested for the following Revised Policies: Revised Policy 2.1090 Title IX Coordinator; Revised Policy 2.1090.1 Title IX Grievance Procedure; Revised Policy 2.2090 Credit Flexibility Plan; Revised Policy 3.1020.4 Reporting a Complaint; Revised Policy 4.2020 Sexual and Other Forms of Harassment; Revised Policy 4.2020.1 Anti-Harassment, Intimidation, and Bullying Policy. The following new and revised appendix were for information only: New Appendix 2.1090.1-A Form for Formal Complaint of Sexual Harassment; New Appendix 2.1090.1-B Notice to Respondent of Formal Complaint of Sexual Harassment; New Appendix 2.1090.1-C Notice to Complainant of Formal Complaint of Sexual Harassment; New Appendix 2.1090.1-D Notice Regarding Informal Resolution Process; New Appendix 2.1090.1-E Notice of Evidence; New Appendix 2.1090.1-F Notice of Investigative Report Regarding Formal Complaint of Sexual Harassment; New Appendix 2.1090.1-G Question and Answer Request; New Appendix 2.1090.1-H Notice of Determination of Responsibility; New Appendix 2.1090.1-I Notice of Appeal; New Appendix 2.1090.1-J Notice of Appeal Decision and Revised Appendix 1.2060-A Complaint Procedure. Board approval was requested to approve the Resolution for Career Technical Classes. Board approval was requested to approve the Resolution for College/Career Readiness and Financial Literacy.

New Policy 5.1070.1 Use of Face Masks/Coverings

OBCM-2020-08-13

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, to approve New Policy 5.1070.1 Use of Face Masks/Coverings, as presented (see attached).
All board members concurred
Motion Carried

New Policy 4.2010.10 Student Bill of Rights/Responsibilities

OBCM-2020-08-14

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, to approve New Policy 4.2010.10 Student Bill of Rights/Responsibilities, as presented (see attached).
All board members concurred
Motion Carried

Readopt Policy 2.1070 General Notice of Non-Discrimination

OBCM-2020-08-15

A motion was made by Donna Reindel, and was seconded by Greg Kozarik, to approve Readopting Policy 2.1070 General Notice of Non-Discrimination, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 2.1090 Title IX Coordinator

OBCM-2020-08-16

A motion was made by Deborah Callen, and was seconded by Donna Reindel, to approve Revised Policy 2.1090 Title IX Coordinator, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 2.1090.1 Title IX Grievance Procedure

OBCM-2020-08-17

A motion was made by Deborah Callen, and was seconded by Donna Reindel, to approve Revised Policy 2.1090.1 Title IX Grievance Procedure, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 2.2090 Credit Flexibility Plan

OBCM-2020-08-18

A motion was made by Deborah Callen, and was seconded by Donna Reindel, to approve Revised Policy 2.2090 Credit Flexibility Plan, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 3.1020.4 Reporting a Complaint

OBCM-2020-08-19

A motion was made by Deborah Callen, and was seconded by Donna Reindel, to approve Revised Policy 3.1020.4 Reporting a Complaint, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 4.2020 Sexual and Other Forms of Harassment

OBCM-2020-08-20

A motion was made by Deborah Callen, and was seconded by Donna Reindel, to approve Revised Policy 4.2020 Sexual and Other Forms of Harassment, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 4.2020.1 Anti-Harassment, Intimidation, and Bullying Policy

OBCM-2020-08-21

A motion was made by Deborah Callen, and was seconded by Donna Reindel, to approve Revised Policy 4.2020.1 Anti-Harassment, Intimidation, and Bullying Policy, as presented (see attached).

All board members concurred

Motion Carried

Resolution for Career Technical Classes

OBCM-2020-08-22

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, to approve the Resolution for Career Technical Classes, as presented (see attached).

All board members concurred

Motion Carried

Resolution for College/Career Readiness and Financial Literacy

OBCM-2020-08-23

A motion was made by Donna Reindel, and was seconded by Greg Kozarik, to approve the Resolution for College/Career Readiness and Financial Literacy, as presented (see attached).

All board members concurred

Motion Carried

XV. Sponsor Update

Joe Calinger indicated that he sent the Conflict of Interest form to the board members for them to complete and return back to him.

XVI. President Report

No report.

XVII. Public Comment

No report.

New Business

No report.

Adjourn

A motion was made by Donna Reindel, and was seconded by Greg Kozarik, to adjourn.

All board members concurred

Motion Carried: 6:30 p.m.

President

Secretary