

Constellation Schools: Westpark Community Elementary
Special Board Meeting Minutes
Thursday, September 17, 2020
Constellation Schools – Administrative Offices, Parma, Ohio

I. Roll Call

Richard Lukich called the meeting to order at 5:45 p.m. with the following members present: Daniel Ziemba, Donna Stelter, Charles Ledger, Bogusia Chmielewski and Rodney Spencer via Google Meet.

School Staff present: Sheila Delzani 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, Chrissy Garten, Brian Knight and Garrick Lukich via Google Meet.

Sponsor representative: Diane Longstreth via Google Meet.

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – August 20, 2020

WCE-2020-09-01

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, to approve the minutes of August 20, 2020, as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2020/2021 is 278.

V. Committee Reports

The Resident Educator Year 1, 2 and 3 August 18, 2020 minutes and the LPDC September 16, 2020 minutes were made available to the board members.

VI. Education Services

Education Program Coordinator

Brian Knight requested board approval for the 2020/2021 Parent/Student Handbook.

2020/2021 Parent/Student Handbook

WCE-2020-09-02

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the 2020/2021 Parent/Student Handbook, as presented (see attached).

All board members concurred

Motion Carried

Professional Development Program Coordinator

No report.

Curriculum Program Coordinator

No report.

VII. Student Services

Special Education Program Coordinator

The Special Education Numbers were made available to the board members. Laura Horvath requested board approval for a Supplemental Request for a 504 Coordinator.

Supplemental Request – 504 Coordinator

WCE-2020-09-03

A motion was made by Rodney Spencer, and was seconded by Charles Ledger, approving the Supplemental Request for a 504 Coordinator, as presented (see attached).

All board members concurred

Motion Carried

Support Services Program Coordinator

No report.

School Nurse Program Coordinator

No report.

VIII. Technology Report

Laura Survance informed board members that Constellation Schools was a victim of a ransomware cyberattack. No student information was compromised. However, some critical systems were impacted, including the back-up server. Constellation Schools is working with MS-ISAC (a division of the Center of Internet Security that works with the Department of Homeland Security) to ensure that the original vulnerability has been identified and isolated. Additional experts have been engaged for remediation.

Chromebooks for grade 2 are scheduled for shipment on September 22, 2020. Tablets for kindergarten students were distribution today. Hotspots were acquired through the Broadband Connectivity Grant and are scheduled for shipment September 18, 2020 allowing distribution for families who indicated the need for this.

Temporary technology individuals have been identified to support the full time staff in an effort to expedite the imaging and distribution of these devices.

IX. Human Resources Report

Kim Petonic requested board approval for Personnel Actions.

Personnel Actions

WCE-2020-09-04

A motion was made by Bogusia Chmielewski, and was seconded by Charles Ledger, 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

No report.

XIII Treasurer Report

Caroline Zito requested board approval for the August, 2020 Financial Report.

August, 2020 Financial Reports

WCE-2020-09-05

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the August, 2020 Financial Reports as recommended by the Finance/Audit Committee (see attached).

All board members concurred

Motion Carried

XIV. Executive Director

Rebecca Keeney requested board approval for Revised Policy 4.1010 Application Process for 2020/2021 School Year Only. Board approval was requested for Revised Policy 5.1070.1 Use of Face Masks/Coverings. Board

members acknowledged that they reviewed the Pandemic Plan. Board approval was requested for a Resolution appointing a COVID Coordinator.

Revised Policy 4.1010 Application Process for 2020/2021 School Year Only **WCE-2020-09-06**

A motion was made by Bogusia Chmielewski, and was seconded by Charles Ledger, to approve Revised Policy 4.1010 Application Process for 2020/2021 School Year Only, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 5.1070.1 Use of Face Masks/Coverings **WCE-2020-09-07**

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, to approve Revised Policy 5.1070.1 Use of Face Masks/Coverings, as presented (see attached).

All board members concurred

Motion Carried

Resolution – COVID Coordinator **WCE-2020-09-08**

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the Resolution appointing a COVID Coordinator, as presented (see attached).

All board members concurred

Motion Carried

XV. Sponsor Update

No on site visit occurred in September; Diane Longstreth conducted a remote visit with the principal. Attendance, enrollment and the school's learning plan will be reviewed.

XVI. President Report

No report.

XVII. Public Comment

No report.

New Business

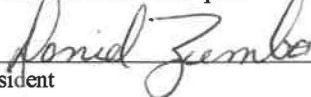
No report.

Adjourn

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, to adjourn.

All board members concurred

Motion Carried: 6:00 p.m.



President



Secretary