

Constellation Schools: Westpark Community Middle
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 6:15 p.m. with the following members present: James Tortelli, Deborah Callen, Donna Reindel, Greg Kozarik, and Lori Hoefs via Google Meet.

School Staff present: Michael Becker 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: Joe Calinger via Google Meet.

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – August 20, 2020

WCM-2020-09-01

A motion was made by Deborah Callen, and was seconded by Donna Reindel, 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 192.

Acceptance of Grant

WCM-2020-09-02

A motion was made by Greg Kozarik, and was seconded by Deborah Callen, accepting the Cleveland Foundation grant to obtain an online library book checkout system, as presented.

All board members concurred

Motion Carried

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

WCM-2020-09-03

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

WCM-2020-09-04

A motion was made by Donna Reindel, and was seconded by Deborah Callen, 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 6 are scheduled for shipment on September 22, 2020. 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. Kim Petonic requested that the board separately acknowledge the resignation and resulting separation from employment.

Personnel Actions

WCM-2020-09-05

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

All present board members concurred.

Motion Carried

Board Member Lori Hoefs joined the Board Meeting via Google Meet after experiencing technical difficulty.

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

WCM-2020-09-06

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

WCM-2020-09-07

A motion was made by Lori Hoefs, and was seconded by Greg Kozarik, 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

WCM-2020-09-08

A motion was made by Donna Reindel, and was seconded by Lori Hoefs, 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

WCM-2020-09-09

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, approving the Resolution appointing a COVID Coordinator, as presented (see attached).

All board members concurred

Motion Carried

XV. Sponsor Update

Joe Calinger emailed board members the monthly board report. Joe thanked the Principals for attending the virtual All Schools Meeting held on September 16, 2020.

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 Lori Hoefs, to adjourn.

All board members concurred

Motion Carried: 6:25 p.m.



President



Secretary