

Constellation Schools: Westside Community School of the Arts
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 7:15 p.m. with the following members present: Jerry Hilinski, Gary Coupe, Theresa Smith, Jacqueline Grimm and Sean Mendise via Google Meet.

School Staff present: Debbie Rotolo and Howard Waugaman 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

WCSA-2020-09-01

A motion was made by Jerry Hilinski, and was seconded by Theresa Smith, to approve the minutes of August 20, 2020, as presented.

All board members concurred

Motion Carried

Election of Board Member – Sean Mendise

Election of Board Member Sean Mendise

WCSA-2020-09-02

A motion was made by Jerry Hilinski, and was seconded by Jacqueline Grimm, electing Sean Mendise as a board member for the Constellation Schools: Westside Community School of the Arts, as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2020/2021 is 222.

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

WCSA-2020-09-03

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, 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

WCSA-2020-09-04

A motion was made by Theresa Smith, and was seconded by Gary Coupe, 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 grades 2 and 6 have been 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.

Personnel Actions

WCSA-2020-09-05

A motion was made by Jacqueline Grimm, and was seconded by Gary Coupe, 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. Caroline indicated that she would discuss the Charter School Capital Financing and the Charter School Development Corporation Letter of Commitment for Mortgage in the Executive Session.

August, 2020 Financial Reports

WCSA-2020-09-06

A motion was made by Jerry Hilinski, and was seconded by Theresa Smith, 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

WCSA-2020-09-07

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, 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

WCSA-2020-09-08

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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

WCSA-2020-09-09

A motion was made by Jacqueline Grimm, and was seconded by Theresa Smith, 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.

Executive Session

A motion was made by Gary Coupe and seconded by Jacqueline Grimm to enter into Executive Session to consider the purchase of property for public purposes, the sale of property at competitive bidding, or the sale or other disposition of unneeded, obsolete, or unfit-for-use property where premature disclosure of information would give an unfair competitive or bargaining advantage to a person whose personal, private interest is adverse to the general public interest. The motion was approved by roll call vote.

Roll Call Vote

Jerry Hilinski - Yes, Gary Coupe - Yes, Jacqueline Grimm - Yes, Theresa Smith - Yes, Sean Mendise - Yes.

The following individuals were invited into Executive Session with the Board: Richard Lukich, Rebecca Keeney, Caroline Zito, Debbie Rotolo, Howard Waugaman and Joe Calinger.

The Board returned from Executive Session at 7:45 p.m.

A motion was made by Gary Coupe and seconded by Jerry Hilinski to approve the Charter School Capital Financing. The motion was approved in a roll call vote:

Roll Call Vote

Jerry Hilinski - Yes, Gary Coupe - Yes, Jacqueline Grimm - Yes, Theresa Smith - Yes, Sean Mendise - Yes.

A motion was made by Jacqueline Grimm and seconded by Theresa Smith approving the Charter School Development Corporation Letter of Commitment for the Mortgage. The motion was approved in a roll call vote:

Roll Call Vote

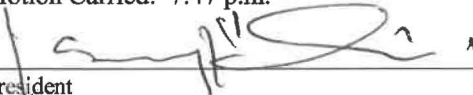
Jerry Hilinski - Yes, Gary Coupe - Yes, Jacqueline Grimm - Yes, Theresa Smith - Yes, Sean Mendise - Yes.

Adjourn

A motion was made by Gary Coupe, and was seconded by Jacqueline Smith, to adjourn.

All board members concurred

Motion Carried: 7:47 p.m.



President



Secretary