

Constellation Schools: Westside Community School of the Arts
Special Board Meeting Minutes
Thursday, January 21, 2021
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, Rebecca Keeney, Mary Beth Oko, Brian Knight, Joyce Lewis, Christine Garten, Laura Horvath, Jillian Lukich, Julia Howerton, Laura Survance, Kim Petonic, Garrick Lukich, Brian Preseren, Lisa Vinarcik, and Caroline Zito 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 – December 17, 2020

WCSA-2021-01-01

A motion was made by Gary Coupe, and was seconded by Sean Mendise, to approve the minutes of December 17, 2020, as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for the school year 2020/2021 is 241.

Acceptance of Donation

WCSA-2021-01-02

A motion was made by Jacqueline Grimm, and was seconded by Gary Coupe, accepting the donation of coats from Coats for Kids/Operation Warm, as presented.

All board members concurred

Motion Carried

V. Committee Reports

The LPDC January 6, 2021 minutes were made available to the board members.

VI. Education Services

Education Program Coordinator

Brian Knight requested board approval for the OTES and OPES which was deemed to be impractical for the 2020-2021 school year. Board members acknowledged that they reviewed the Bullying, Harassment and Intimidation Report for the first half of 2020/2021 school year.

OTES & OPES Deemed to be Impractical for the 2020/2021 School Year

WCSA-2021-01-03

A motion was made by Jerry Hilinski, and was seconded by Theresa Smith, approving OTES & OPES Deemed to be Impractical for the 2020/2021 School Year, as presented.

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.

Support Services Program Coordinator

No report.

School Nurse Program Coordinator

No report.

VIII. Technology Report

Laura Survance gave an update on the Request for Proposal on multifunction printers, backup and storage procedures and Business Continuity Plan.

IX. Human Resources Report

Kim Petonic requested board approval for Personnel Actions. Kim Petonic requested board approval for a change in number of pay periods for contracted employees for the 2021-2021 school year. Board approval was requested to Rescind Policy 3.3040.4 403(b) Tax Deferred Annuities [R.C. §9.91].

Personnel Actions

WCSA-2021-01-04

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, approving the Personnel Actions, as presented (copy attached).

All board members concurred

Motion Carried

**Change in Number of Pay Periods for Contracted Employees
For the 2021/2022 School Year**

WCSA-2021-01-05

A motion was made by Jacqueline Grimm, and was seconded by Theresa Smith, approving the Change in Number of Pay Periods for Contracted Employees for the 2021-2022 School Year, as presented (see attached).

All present board members concurred.

Motion Carried

Rescind Policy 3.3040.4 403(b) Tax Deferred Annuities [R.C. §9.91]

WCSA-2021-01-06

A motion was made by Gary Coupe, and was seconded by Sean Mendise, approving to Rescind Policy 3.3040.4 403(b) Tax Deferred Annuities [R.C. §9.91], as presented (see attached).

All present board members concurred.

Motion Carried

X. Facilities Manager Report

Garrick Lukich requested board approval for an Executive Summary for Flooring Donation.

Executive Summary – Flooring Donation

WCSA-2021-01-07

A motion was made by Jacqueline Grimm, and was seconded by Jerry Hilinski, approving the Executive Summary for Flooring Donation, as presented (see attached).

All present board members concurred.

Motion Carried

XI. Business and Safety Manager Report

Brian Preseren requested board approval to ratify Cyber Insurance Effective January 8, 2021 through November 8, 2021.

Ratify Cyber Insurance Effective January 8, 2021 through November 8, 2021

WCSA-2021-01-08

A motion was made by Jacqueline Grimm, and was seconded by Gary Coupe, approving to Ratify the Cyber Insurance Effective January 8, 2021 through November 8, 2021, as presented (see attached).

All present board members concurred.

Motion Carried

XII. Marketing Report

Highlights/Activities Report was made available. Board Members acknowledged that they reviewed the Racial Balance Assessment.

XIII. Treasurer Report

Caroline Zito explained that due to the malware intrusion and loss of Quickbooks and data files, no financials have been generated for December. Board approval was requested for 2021 Mileage at \$0.56 cents effective January 1, 2021.

2021 Mileage at \$0.56 cents Effective January 1, 2021

WCSA-2021-01-09

A motion was made by Jacqueline Grimm, and was seconded by Sean Mendise, approving the 2021 Mileage at \$0.56 cents Effective January 1, 2021, as presented (see attached).

All board members concurred

Motion Carried

XIV. Executive Director

Rebecca Keeney requested board approval for a Resolution for Fiscal 2022 Designated Fiscal Officer Waiver.

Resolution for Fiscal 2022 Designated Fiscal Officer Waiver

WCSA-2021-01-10

A motion was made by Jerry Hilinski, and was seconded by Theresa Smith, approving the Resolution for Fiscal 2022 Designated Fiscal Officer Waiver, as presented (see attached).

All board members concurred

Motion Carried

XV. Sponsor Update

Buckeye Community Hope Foundation hosted a virtual seminar on January 21, 2021 for PBIS. Joe Calinger recognized two Constellation Schools employees, Laura Horvath, Special Education Program Coordinator, and Christina Potts, Intervention Specialist, for presenting at the seminar.

XVI. President Report

No report.

XVII. Public Comment

No report.

New Business

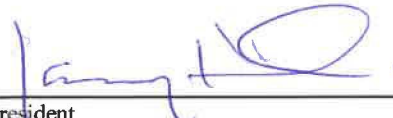
No report.

Adjourn

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

All board members concurred

Motion Carried: 7:33 p.m.



President



Secretary