

Constellation Schools: Parma Community
Special Board Meeting Minutes
Thursday, March 18, 2021
Constellation Schools – Administrative Offices, Parma, Ohio

I. Roll Call

Richard Lukich called the meeting to order at 6:45 p.m. with the following members present: John Noga, Jerry Bednar, Mary Wideman, Leo Tischer and Bert Butts via Google Meet.

School Staff present: Leah Walden, Ciara Gaspar, Julie Hamski, Todd Luecke, Charlotte Ray and Colleen Szesze via Google Meet.

Constellation Schools LLC present: Richard Lukich, Rebecca Keeney, Mary Beth Oko, Caroline Zito, Gary Vojtush, Joyce Lewis, Christine Garten, Laura Horvath, Jillian Lukich, Julia Howerton, Laura Survance, Kim Petonic, Brian Preseren, Garrick Lukich and Lisa Vinarcik 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 – February 18, 2021

PC-2021-03-01

A motion was made by Leo Tischer, and was seconded by Bert Butts, to approve the minutes of February 18, 2021, as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for the school year 2020/2021 is 1,288. Re-enrollment for the school year 2021/2022 is 1,068

Acceptance of Donations

PC-2021-03-02

A motion was made by Leo Tischer, and was seconded by John Noga, accepting the donation of \$25.00 to the PBIS Fund and 120 bottles of hand sanitizer, as presented

All board members concurred

Motion Carried

Leah Walden, Principal, shared with board members that Parma Community has been invited to present at the virtual PBIScon21 in June, PBIScon21, a National conference, is hosted by PBIS Rewards. In addition, the Ohio Department of Education is partnering with the Ohio Center for Autism and Low Incidence (OCALI) on a video project that demonstrates quality PBIS practices and highlights the work of award-winning schools in Ohio. Parma Community has been invited to participate in a video series about Expanding PBIS to Address the Needs of the Whole Child.

V. Committee Reports

The LPDC March 3, 2021 Minutes were made available to the board members.

VI. Education Services

Education Program Coordinator

Gary Vojtush requested board approval for a Tutoring Request and a Supplemental Request.

Tutoring Request

PC-2021-03-03

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the Tutoring Request, as presented (see attached)

All board members concurred

Motion Carried

Supplemental Request

PC-2021-03-04

A motion was made by Leo Tischer, and was seconded by John Noga, approving the Supplemental Request, as presented (see attached)
All board members concurred
Motion Carried

Professional Development Program Coordinator

No report.

Curriculum Program Coordinator

Christine Garten requested board approval for the Extended Learning Plan.

Extended Learning Plan

PC-2021-03-05

A motion was made by Bert Butts, and was seconded by Leo Tischer, approving the Extended Learning Plan, as presented (see attached)
All board members concurred
Motion Carried

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 Tutoring and a Special Education Services Supplemental.

Supplemental Request for Tutoring

PC-2021-03-06

A motion was made by John Noga, and was seconded by Jerry Bednar, approving the Supplemental Request for Tutoring, as presented (see attached)
All board members concurred
Motion Carried

Special Education Services Supplemental

PC-2021-03-07

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the Special Education Services Supplemental, as presented (see attached)
All board members concurred
Motion Carried

Support Services Program Coordinator

No report.

School Nurse Program Coordinator

Richard Lukich thanked Julia Howerton, School Nurse Program Coordinator, for organizing the Constellation staff receiving the COVID-19 vaccine.

VIII. Technology Report

Laura Survance requested board approval for the SchoolMint Renewal Contact. Board approval was requested for a Bid Acceptance for Student Devices. Board approval was requested for a Bid Acceptance for E-Rate Consulting Services.

SchoolMint Renewal Contract

PC-2021-03-08

A motion was made by Jerry Bednar, and was seconded by Leo Tischer, approving the SchoolMint Renewal Contract - April 1, 2021 to March 31, 2022, as presented (see attached).
All board members concurred
Motion Carried

Bid Acceptance for Student Devices

PC-2021-03-09

A motion was made by Bert Butts, and was seconded by John Noga, approving the Bid Acceptance for Student Devices, as presented (see attached).

All board members concurred

Motion Carried

Bid Acceptance for E-Rate Consulting Services

PC-2021-03-10

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the Bid Acceptance for E-Rate Consulting Services, as presented (see attached).

All board members concurred

Motion Carried

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. Board Approval was requested for Employment Contract – Daily Substitutes for SY 2021-2022, Employment Contract - Faculty for SY 2021-2022, Employment Contract – Principal for SY 2021-2022 and Statement of Compensation for SY 2021-2022

Personnel Actions

PC-2021-03-11

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving the Personnel Actions, as presented (see attached).

All board members concurred

Motion Carried.

Employment Contract – Daily Substitutes SY 2021-2022

PC-2021-03-12

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving the Employment Contract – Daily Substitutes for SY 2021-2022, as presented (see attached).

All board members concurred

Motion Carried

Employment Contract – Faculty SY 2021-2022

PC-2021-03-13

A motion was made by John Noga, and was seconded by Leo Tischer, approving the Employment Contract – Faculty for SY 2021-2022, as presented (see attached).

All board members concurred

Motion Carried

Employment Contract – Principal SY 2021-2022

PC-2021-03-14

A motion was made by Bert Butts, and was seconded by Leo Tischer, approving the Employment Contract – Principal for SY 2021-2022, as presented (see attached).

All board members concurred

Motion Carried

Statement of Compensation SY 2021-2022

PC-2021-03-15

A motion was made by John Noga, and was seconded by Jerry Bednar, approving the Statement of Compensation for SY 2021-2022, as presented (see attached).

All board members concurred

Motion Carried

X. Facilities Manager Report

No report.

XI. Business and Safety Manager Report

An Executive Summary on School Sanitation was presented by Brian Preseren as information only.

XII. Marketing Report

Highlights/Activities Report was made available.

XIII. Treasurer Report

Caroline Zito requested board approval for the February, 2021 Financials. Board approval was requested for the Revised ESSER Budget. Board approval was requested for an Interschool Service Agreement.

February, 2021 Financials

PC-2021-03-16

A motion was made by John Noga, and was seconded by Leo Tischer, approving the February, 2021 Financials, as presented (see attached).

All board members concurred

Motion Carried

Revised ESSER Budget

PC-2021-03-17

A motion was made by Bert Butts, and was seconded by Jerry Bednar, approving the Revised ESSER Budget, as presented (see attached).

All board members concurred

Motion Carried

Interschool Service Agreement

PC-2021-03-18

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the Interschool Service Agreement, as presented (see attached).

All board members concurred

Motion Carried

XIV. Executive Director

Rebecca Keeney requested members to acknowledge they reviewed the following Board Policies:

- Policy 2.1190 Parent and Foster Caregiver Involvement
- Policy 2.1190.1 Parent and Family Engagement in Title I Program
- Policy 2.1190.2 Title I - Parents Right to Know
- Policy 2.1190.3 Parental Involvement
- Policy 2.1190.4 Parental Review of Instructional Materials
- Policy 2.1190.5 Parent Support Organization
- Policy 21190.6 Parental Consultation Re: Physical Exams
- Policy 2.1190.7 Program Accountability
- Policy 4.2110 Homeless Children and Youth Policy
- Policy 7.5030 Federal Grants Procurement, Monitoring and Administration
- Policy 7.6200 Fixed Asset Policy/Title Assets Policy
- Policy 7.9010 Capital and Maintenance Fund

Board Members John Noga, Jerry Bednar, Mary Wideman, Leo Tischer and Bert Butts acknowledged they reviewed these Board Policies.

XV. Sponsor Update

Diane Longstreth provided an update in the board books which provided the following updates:

March 2021 – Site visit will return to an on-site visit with follow-up as needed via phone.

Remember to read all correspondence from the ESC of Lake Erie West. The March 2021 sponsor newsletter has been published and contain critical information for the 20-21:

Extended Learning Plans – contents, deadlines, submission details, website publication.

HB 409 – restrictions on retention in 3rd grade, employing substitute teachers, 20-21 safe harbor and the reporting of data only on the September 2021 LRC.

Other items include:

The March compliance calendar for Epicenter and Special Education

Five year forecast and the auditor's statement on loaning of public monies

Special Education Update
Professional Development from the ESC of Lake Erie West

Find the latest ESC sponsor newsletter at our community schools website:
<http://www.eslakeeriewest.org/CommunitySchools.aspx>

Each month you will receive the monthly finance and enrollment review data from the ESC of Lake Erie West – there were no red flags. Audit data in this area is limited to spot-checking of fiscal items for compliance and is not an evaluation or statement of a school's overall financial health. If you have questions about your school's finances, speak with your treasurer.

11.6 goals - Academic goals will have little data for the 11.6 evaluation. All of the non-academic goals will have data and we continue to collect this data at each visit/phone check in.

Site Visit Change: We are coming back in March.

XVI. President Report

Richard Lukich announced that board meetings will return to an in person format in April.

XVII. Public Comment

No report.

New Business

No report.

Adjourn


A motion was made by Jerry Bednar, and was seconded by Leo Tischer, to adjourn.

All board members concurred

Motion Carried: 7:09 p.m.



President



Secretary