

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

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

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – February 18, 2021

WCM-2021-03-01

A motion was made by Deborah Callen, and was seconded by James Tortelli, 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 205. Re-enrollment for the school year 2021/2022 is 215.

V. Committee Reports

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

VI. Education Services

Education Program Coordinator

No report.

Professional Development Program Coordinator

No report.

Curriculum Program Coordinator

Christine Garten requested board approval for the Extended Learning Plan.

Extended Learning Plan

WCM-2021-03-02

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

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 Contract. 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**WCM-2021-03-03**

A motion was made by Donna Reindel, and was seconded by Deborah Callen, 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**WCM-2021-03-04**

A motion was made by Donna Reindel, and was seconded by Greg Kozarik, approving the Bid Acceptance for Student Devices, as presented (see attached).

All board members concurred

Motion Carried

Bid Acceptance for E-Rate Consulting Services**WCM-2021-03-05**

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, 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. 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**WCM-2021-03-06**

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

All board members concurred

Motion Carried.

Employment Contract – Daily Substitutes SY 2021-2022**WCM-2021-03-07**

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, 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**WCM-2021-03-08**

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, 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**WCM-2021-03-09**

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, 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**WCM-2021-03-10**

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

February, 2021 Financials**WCM-2021-03-11**

A motion was made by James Tortelli, and was seconded by Lori Hoefs, approving the February, 2021 Financials, as presented (see attached).

All board members concurred

Motion Carried

Revised ESSER Budget**WCM-2021-03-12**

A motion was made by Donna Reindel, and was seconded by Lori Hoefs, approving the Revised ESSER Budget, 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 2.1190.6 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 James Tortelli, Lori Hoefs, Deborah Callen, Donna Reindel, and Greg Kozarik acknowledged they reviewed these Board Policies.

XV. Sponsor Update

Joe Calinger provided board members with the monthly report. Joe indicated that he's looking forward to the in-person site visit starting in April.

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 Lori Hoefs, and was seconded by Donna Reindel, to adjourn.

All board members concurred

Motion Carried: 6:27 p.m.



President



Secretary