

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

School Staff present: Debbie Rotolo and Howard Waugaman 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

WCSA-2021-03-01

A motion was made by Jacqueline Grimm, and was seconded by Gary Coupe, 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 237. Re-enrollment for the school year 2021/2022 is 110.

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

WCSA-2021-03-02

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

WCSA-2021-03-03

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

WCSA-2021-03-04

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, approving the Bid Acceptance for Student Devices, as presented (see attached).

All board members concurred

Motion Carried

Bid Acceptance for E-Rate Consulting Services

WCSA-2021-03-05

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

WCSA-2021-03-06

A motion was made by Gary Coupe, and was seconded by Theresa Smith, approving the Personnel Actions, as presented (see attached).

All board members concurred

Motion Carried.

Employment Contract – Daily Substitutes SY 2021-2022

WCSA-2021-03-07

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

WCSA-2021-03-08

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

WCSA-2021-03-09

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

WCSA-2021-03-10

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

WCSA-2021-03-11

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, approving the February, 2021 Financials, as presented (see attached).

All board members concurred

Motion Carried

Revised ESSER Budget

WCSA-2021-03-12

A motion was made by Theresa Smith, and was seconded by Jacqueline Grimm, 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 Jerry Hilinski, Gary Coupe, Jacqueline Grimm and Theresa Smith 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 Theresa Smith, and was seconded by Gary Coupe, to adjourn.

All board members concurred

Motion Carried: 7:31 p.m.



President



Secretary