

Constellation Schools: Westpark Community Elementary
Board Meeting Minutes
Thursday, May 20, 2021
Constellation Schools – Administrative Offices, Parma, Ohio

I. Roll Call

Richard Lukich called the meeting to order at 6:00 p.m. with the following members present: Charles Ledger, Donna Stelter, Bogusia Chmielewski and Rodney Spencer. Absent: Daniel Ziemba

School Staff present: Sheila Delzani

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

Sponsor representative: Diane Longstreth.

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – April 15, 2021

WCE-2021-05-01

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the minutes of April 15, 2021, as presented.

All board members concurred

Motion Carried

Board Member Rodney Spencer acknowledged that he reviewed and signed Policy 1.2040 Ethics and Conflict of Interests.

Diane Longstreth, Regional Technical Assistance Educator from ESC of Lake Erie West, presented Sheila Delzani, Principal, with a plaque for their school being recognized as a 2020 National Blue Ribbon School.

IV. Principal Report

Enrollment for the school year 2020/2021 is 271. Re-enrollment for the school year 2021/2022 is 238.

V. Committee Reports

The LPDC May 5, 2021 Minutes were made available to the board members.

The Wellness Committee April 20, 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

No report.

VII. Student Services

Special Education Program Coordinator

The Special Education Numbers were made available to the board members.

Support Services Program Coordinator

Jillian Lukich requested board approval for the Total Education Solutions Consulting and Service Agreement. Board approval was requested for a Supplemental Request

Total Education Solutions Consulting and Service Agreement

WCE-2021-05-02

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the Total Education Solutions Consulting and Service Agreement for two years commencing on July 1, 2021 with a term date of June 30, 2023, as presented (see attached)

All board members concurred

Motion Carried

Supplemental Request

WCE-2021-05-03

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the Supplemental Request, as presented (see attached)

All board members concurred

Motion Carried

School Nurse Program Coordinator

No report.

VIII. Technology Report

No report.

IX. Human Resources Report

Kim Petonic requested that the board separately acknowledge the resignation and resulting separation from employment. Board Approval was requested for Change in Benefit Providers and Premiums Effective July 1, 2021.

Executive Summary – Change in Benefit Providers and Premiums

Effective July 1, 2021

WCE-2021-05-04

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the Executive Summary for Change in Benefit Providers and Premiums Effective July 1, 2021, as presented (see attached).

All board members concurred

Motion Carried

X. Facilities Manager Report

No report.

XI. Business and Safety Manager Report

Brian Preseren requested board approval for submission of the Bureau of Workers' Compensation Safety Grant Application. Brian Preseren requested board approval for the PPE Donation from the Cuyahoga County Emergency Management Agency.

Bureau of Workers' Compensation Safety Grant Application

WCE-2021-05-05

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the submission of the Bureau of Workers' Compensation Safety Grant Application as presented (see attached).

All board members concurred

Motion Carried

PPE Donation

WCE-2021-05-06

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the PPE Donation as presented.

All board members concurred

Motion Carried

XII. Marketing Report

Highlights/Activities Report was made available to the board members.

XIII. Treasurer Report

Caroline Zito requested board approval for the April, 2021 Financials. Board approval was request for the Resolution of the updated 2021 Five Year Forecast. Board approval was requested for the 2022 Budgets.

April, 2021 Financials

WCE-2021-05-07

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the April, 2021 Financials, as presented (see attached).

All board members concurred

Motion Carried

Resolution – Updated 2021 Five Year Forecast

WCE-2021-05-08

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the Resolution for the Updated 2021 Five Year Forecast, as presented (see attached).

All board members concurred

Motion Carried

2022 Budgets

WCE-2021-05-09

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the 2022 Budgets, as presented (see attached).

All board members concurred

Motion Carried

XIV. Executive Director

Rebecca Keeny requested board approval for a Contract Modification with the Educational Service Center of Lake Erie West.

Contract Modification No. 11 with the Educational Service Center of Lake Erie West

WCE-2021-05-10

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving Contract Modification No. 11 with the Educational Service Center of Lake Erie West, as presented (see attached)

All board members concurred

Motion Carried

XV. Sponsor Update

Diane Longstreth, Regional Technical Assistance Educator provided the following updates per the Governing Authority Report:

Month: May, 2021

Site Visit Updates:

May, 2021 – This is the last site visit of the 20-21 school year. Onsite visit was held in March and April, 2021. The building is safe and orderly and all staff are to be commended for meeting student and family needs under these unique circumstances.

General Update:

Remember to read all correspondence from the ESC of Lake Erie West. The May 2021 sponsor newsletter contains special education, professional development, August 2021 statewide meeting and compliance calendar information.:

Find the latest ESC sponsor newsletter at our community schools website:

<http://www.esclakeeriewest.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 – This will be reviewed at the May site visit to document progress.

Diane Longstreth is retiring at the end of the 2020/2021 school year.

XVI. President Report

No report.

XVII. Public Comment

No report.

New Business


No report.

Adjourn


A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, to adjourn.

All board members concurred

Motion Carried: 6:20 p.m.



President



Secretary