

Constellation Schools: Westside Community School of the Arts  
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: Jerry Hilinski, Gary Coupe, Theresa Smith, Jacqueline Grimm and Sean Mendise.

School Staff present: Debbie Rotolo & Howard Waugaman

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: Joe Calinger

**II. Adoption of Agenda**

The agenda was adopted as presented.

**III. Approval of Minutes**

**Approval of Minutes – April 15, 2021**

**WCSA-2021-05-01**

A motion was made by Jacqueline Grimm, and was seconded by Gary Coupe, approving the minutes of April 15, 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 166.

**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**

Gary Vojtush requested board approval for a Summer Extended Learning Supplemental.

**Summer Extended Learning Supplemental**

**WCSA-2021-05-02**

A motion was made by Jacqueline Grimm, and was seconded by Jerry Hilinski, approving the Summer Extended Learning Supplemental, as presented (see attached).

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**

Jillian Lukich requested board approval for the Total Education Solutions Consulting and Service Agreement.

**Total Education Solutions Consulting and Service Agreement**

**WCSA-2021-05-03**

A motion was made by Gary Coupe, and was seconded by Sean Mendise, approving the Total Education Solutions Consulting and Service Agreement for two years commencing on July 1, 2021 with a term date of June 30, 20, 2023, as presented (see attached)

All board members concurred  
Motion Carried

**School Nurse Program Coordinator**

Gary Vojtush requested board approval for a Supplemental Request for Summer Nursing Services.

**Supplemental Request for Summer Nursing Services**

**WCSA-2021-05-04**

A motion was made by Jacqueline Grimm, and was seconded by Gary Coupe, approving the Supplemental Request for Summer Nursing Services, as presented (see attached)

All board members concurred  
Motion Carried

**VIII. Technology Report**

No report.

**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 Change in Benefit Providers and Premiums Effective July 1, 2021.

**Personnel Actions**

**WCSA-2021-05-05**

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

All board members concurred  
Motion Carried.

**Executive Summary – Change in Benefit Providers and Premiums Effective July 1, 2021**

**WCSA-2021-05-06**

A motion was made by Jerry Hilinski, and was seconded by Sean Mendise, 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 the PPE Donation from the Cuyahoga County Emergency Management Agency.

**PPE Donation**

**WCSA-2021-05-07**

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, approving the PPE Donation as presented.

All board members concurred  
Motion Carried  
No report.

**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**

**WCSA-2021-05-08**

A motion was made by Jacqueline Smith, and was seconded by Sean Mendise, approving the April, 2021 Financials, as presented (see attached).

All board members concurred

Motion Carried

**Resolution – Updated 2021 Five Year Forecast**

**WCSA-2021-05-09**

A motion was made by Greg Coupe, and was seconded by Jerry Hilinski, approving the Resolution for the Updated 2021 Five Year Forecast, as presented (see attached).

All board members concurred

Motion Carried

**2022 Budgets**

**WCSA-2021-05-10**

A motion was made by Jacqueline Grimm, and was seconded by Theresa Smith, approving the 2022 Budgets, as presented (see attached).

All board members concurred

Motion Carried

**XIV. Executive Director**

No report.

**XV. Sponsor Update**

Joe Calinger provided board members with the monthly report.

**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: 6:20 p.m.

  
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President

  
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Secretary