

Constellation Schools: Madison Community Elementary
Annual Board Meeting Minutes
Thursday, June 17, 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. Potential board member present: Thomas Bonner for the 2021/2022 School Year.

School Staff present: Brittney Lester and Kevin Sheridan

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

Sponsor representative: Kristi Hayward

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – May 20, 2021

MDCE-2021-06-01

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving the minutes of May 20, 2021, as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2020/2021 is 225. Re-enrollment for school year 2021/2022 is 204.

Approval of Field Trips

MDCE-2021-06-02

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving the field trips, as presented (see attached)

All board members concurred

Motion Carried

V. Committee Reports

The Records Retention Committee Meeting Minutes for May 25, 2021 were made available to the board members.

Board Member Rodney Spencer joined the meeting at 6:05 p.m.

VI. Education Services

Education Program Coordinator

Gary Vojtush requested board members acknowledge they reviewed the Harassment-Intimidation Report for the school year.

Acknowledgment of Harassment-Intimidation Report.

MDCE-2021-06-03

Charles Ledger, Donna Stelter, Bogusia Chmielewski and Rodney Spencer acknowledged they reviewed the Harassment-Intimidation 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. Laura Horvath requested board members acknowledge they reviewed the ODE Special Education Model Policies and Procedures. Board approval was requested for the 2021/2022 Suburban Transportation Agreement. Board approval was requested for an Executive Summary for the 2021/2022 AIMSWEB Subscription.

Acknowledgment of ODE Special Education Model Policies and Procedures

MDCE-2021-06-04

Charles Ledger, Donna Stelter, Bogusia Chmielewski and Rodney Spencer acknowledged they reviewed the ODE Special Education Model Policies and Procedures.

2021/2022 Suburban Transportation Agreement

MDCE-2021-06-05

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving the 2021/2022 Suburban Transportation Agreement, as presented (see attached)

All board members concurred

Motion Carried

2021/2022 AIMSWEB Subscription

MDCE-2021-06-06

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the 2021/2022 AIMSWEB Subscription, as presented (see attached)

All board members concurred

Motion Carried

Support Services Program Coordinator

No report.

School Nurse Program Coordinator

No report.

VIII. Technology Report

Laura Survance requested board approval for New Policy 4.2160 Electronic Device Loan and Usage.

New Policy 4.2160 Electronic Device Loan and Usage

MDCE-2021-06-07

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving New Policy 4.2160 Electronic Device Loan and Usage, as presented (see attached)

All board members concurred

Motion Carried

IX. Human Resources Report

Kim Petonic requested board approval for Personnel Actions. Resignations and Separations were presented as information only.

Personnel Actions

MDCE-2021-06-08

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the Personnel Action 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 an Executive Summary for the Bureau of Workers' Compensation Grant Application.

Executive Summary – Bureau of Workers' Compensation Grant Application

MDCE-2021-06-09

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the Bureau of Workers' Compensation Grant Application, as presented (see attached).
All board members concurred
Motion Carried

XII. Marketing Report

No report.

XIII. Treasurer Report

Caroline Zito requested board approval for the May, 2021 Financials. Board approval was requested for Revised Policy 7.8070 Purchasing Philosophy. The July 2021 through June 2022 Finance Committee Meeting Schedule was made available to the board members. The Loan Forgiveness PPP loans was for information only.

May, 2021 Financials

MDCE-2021-06-10

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the May, 2021 Financials, as presented (see attached).
All board members concurred
Motion Carried

Revised Policy 7.8070 Purchasing Philosophy

MDCE-2021-06-11

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving Revised Policy 7.8070 Purchasing Philosophy, as presented (see attached).
All board members concurred
Motion Carried

XIV. Executive Director

Rebecca Keeney requested board approval for the 2021/2022 Schedule of Board Meeting Dates. Board approval was requested for the Resolution for the Executive Director and/or President (or their Successors) to Carry Out Operations for the 2021/2022 School Year. Board approval was requested to Re-Adopt Policy 2.2120 Career Advising and Student Success Plans.

2021/2022 Schedule of Board Meeting Dates

MDCE-2021-06-12

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the 2021/2022 Schedule of Board Meeting Dates, as presented (see attached)
All board members concurred
Motion Carried

**Resolution – Executive Director and/or President (or their Successors)
to Carry Out Operations**

MDCE-2021-06-13

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the Resolution for the Executive Director and/or President (or their Successors) to Carry Out Operations effective July 1, 2021 through June 30, 2022, as presented (see attached)
All board members concurred
Motion Carried

Re-Adopt Policy 2.2120 Career Advising and Student Success Plans

MDCE-2021-06-14

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving to Re-Adopt Policy 2.2120 Career Advising and Student Success Plans, as presented (see attached)
All board members concurred
Motion Carried

XV. Sponsor Update

Kristi Hayward, Educational Service Center of Lake Erie West Team Leader Academic, provided the following updates per the Governing Authority Report:

Month: June, 2021

General Updates:

Dr. Diane Longstreth has retired from the ESCLEW and will no longer be working with the schools. A new Regional Technical Assistance Educator will be announced and introduced to all Board Members and school leaders during the month of July/August. To ensure a smooth transition occurs with the services from the sponsor as well as provided to your schools, Kristi Hayward, Team Leader of Academic Services will fill in as the point person for any questions or concerns during the transition time.

The ESCLEW Annual Statewide Meeting is scheduled for Wednesday August 4, 2021. This is a full day of Professional Development and will be conducted in a virtual setting using the Zoom platform. We encourage all Governing Authority members to attend if your schedule allows. While each session is targeted for a different audience, the most valuable session for Governing Authority members will be the Afternoon Session 3 – Legal Update. Each session will require a separate registration via the links on the invitation.

For more information regarding the Annual Statewide meeting or any information from our office, please feel free to reach out to Kristi Hayward directly; khayward@eslakeeriewest.org, 419-356- 5069.

XVI. President Report

Rick Lukich requested the Resignation of Board Members, the Election of Board Members and the Election of Officers.

Resignation of Board Member – Daniel Ziemba

MDCE-2021-06-15

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, accepting the resignation of Daniel Ziemba.

All board members concurred

Motion Carried

Appointment of Board Members

MDCE-2021-06-16

A motion was made by Donna Stelter, and was seconded by Rodney Spencer, electing Charles Ledger, Bogusia Chmielewski, Donna Stelter, and Rodney Spencer to serve as board members for Constellation Schools: Madison Community Elementary.

All board members concurred

Motion Carried

Appointment of Board Member Pending Sponsor Approval

MDCE-2021-06-17

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, electing Thomas Bonner to serve as a board member for Constellation Schools: Madison Community Elementary pending sponsor approval.

All board members concurred

Motion Carried

Appointment of Board President – Charles Ledger

MDCE-2021-06-18

A motion was made by Donna Stelter, and was seconded by Rodney Spencer, electing Charles Ledger as Board President for Constellation Schools: Madison Community Elementary.

All board members concurred

Motion Carried

Appointment of Board Vice President – Bogusia Chmielewski

MDCE-2021-06-19

A motion was made by Donna Stelter, and was seconded by Rodney Spencer, electing Bogusia Chmielewski as Board Vice President for Constellation Schools: Madison Community Elementary.

All board members concurred

Motion Carried

Appointment of Board Secretary – Donna Stelter

MDCE-2021-06-20

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, electing Donna Stelter as Board Secretary for Constellation Schools: Madison Community Elementary.

All board members concurred

Motion Carried

XVII. Public Comment

No report.

New Business


No report.

Adjourn

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, to adjourn.

All board members concurred

Motion Carried: 6:21 p.m.



President



Secretary