

Constellation Schools: Old Brooklyn Community Middle  
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: James Tortelli, Donna Reindel, Lori Hoefs, Deborah Callen and Greg Kozarik. Potential board members present: Laurene Perkins and Joseph Sgro for the 2021/2022 School Year.

School Staff present: Kristina Scott

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: Joe Calinger

**II. Adoption of Agenda**

The agenda was adopted as presented.

**III. Approval of Minutes**

**Approval of Minutes – May 20, 2021**

**OBCM-2021-06-01**

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, 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 253. Re-enrollment for school year 2021/2022 is 258.

**Approval of Field Trips**

**OBCM-2021-06-02**

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, approving the field trips, as presented

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.

**VI. Education Services**

**Education Program Coordinator**

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

**Supplemental Request**

**OBCM-2021-06-03**

A motion was made by Donna Reindel, and was seconded by Greg Kozarik, approving the Supplemental Request, as presented

All board members concurred

Motion Carried

**Acknowledgment of Harassment-Intimidation Report.**

**OBCM-2021-06-04**

James Tortelli, Donna Reindel, Lori Hoefs, Deborah Callen and Greg Kozarik 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 that 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**

**OBCM-2021-06-05**

James Tortelli, Donna Reindel, Lori Hoefs, Deborah Callen and Greg Kozarik acknowledged they reviewed the ODE Special Education Model Policies and Procedures.

**2021/2022 Suburban Transportation Agreement**

**OBCM-2021-06-06**

A motion was made by Donna Reindel, and was seconded by Greg Kozarik, approving the 2021/2022 Suburban Transportation Agreement, as presented (see attached)

All board members concurred

Motion Carried

**2021/2022 AIMSWEB Subscription**

**OBCM-2021-06-07**

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

**OBCM-2021-06-08**

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

**OBCM-2021-06-09**

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

No report.

## **XII. Marketing Report**

No report.

## **XIII. Treasurer Report**

Caroline Zito requested board approval for the May, 2021 Financials. Board approval was requested for a Facility Lease for 2022. 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**

**OBCM-2021-06-10**

A motion was made by Greg Kozarik, and was seconded by Donna Reindel, approving the May, 2021 Financials, as presented (see attached).

All board members concurred

Motion Carried

### **Facility Lease - Fifteenth Addendum to Original Lease**

**OBCM-2021-06-11**

A motion was made by Donna Reindel, and was seconded by Greg Kozarik, approving the Resolution for the Fifteenth Addendum to the Original Lease whereas Constellation Schools: Old Brooklyn Community Middle is to pay a monthly rental amount of \$23,958.33 to Constellation Schools: Old Brooklyn Community Elementary effective July 1, 2021 through June 30, 2022, as presented (see attached).

All board members concurred

Motion Carried

### **Revised Policy 7.8070 Purchasing Philosophy**

**OBCM-2021-06-12**

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

**OBCM-2021-06-13**

A motion was made by Deborah Callen, and was seconded by Greg Kozarik, 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**

**OBCM-2021-06-14**

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

**OBCM-2021-06-15**

A motion was made by Donna Reindel, and was seconded by Deborah Callen, 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**

Joe Calinger provided board members with the monthly report.

**XVI. President Report**

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

**Resignation of Board Members**

**OBCM-2021-06-16**

A motion was made by Greg Kozarik, and was seconded by Deborah Callen, accepting the Resignation of Donna Reindel and Lori Hoefs.

All board members concurred

Motion Carried

**Appointment of Board Members**

**OBCM-2021-06-17**

A motion was made by Deborah Callen, and was seconded by Greg Kozarik, electing James Tortelli, Greg Kozarik and Deborah Callen to serve as board members for Constellation Schools: Old Brooklyn Community Middle.

All board members concurred

Motion Carried

**Appointment of Board Members Pending Sponsor Approval**

**OBCM-2021-06-18**

A motion was made by Deborah Callen, and was seconded by Greg Kozarik, electing Laurene Perkins and Joseph Sgro to serve as board members for Constellation Schools: Old Brooklyn Community Middle pending sponsor approval.

All board members concurred

Motion Carried

**Appointment of Board President – James Tortelli**

**OBCM-2021-06-19**

A motion was made by Deborah Callen, and was seconded by Greg Kozarik, electing James Tortelli as Board President for Constellation Schools: Old Brooklyn Community Middle.

All board members concurred

Motion Carried

**Appointment of Board Vice President – Greg Kozarik**

**OBCM-2021-06-20**

A motion was made by James Tortelli, and was seconded by Deborah Callen, electing Greg Kozarik as Board Vice President for Constellation Schools: Old Brooklyn Community Middle.

All board members concurred

Motion Carried

**Appointment of Board Secretary – Deborah Callen**

**OBCM-2021-06-21**

A motion was made by James Tortelli, and was seconded by Greg Kozarik, electing Deborah Callen as Board Secretary for Constellation Schools: Old Brooklyn Community Middle.

All board members concurred

Motion Carried

**XVII. Public Comment**

No report.

**New Business**

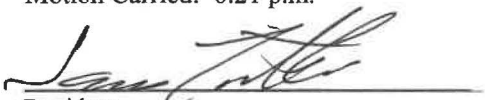
No report.

**Adjourn**

A motion was made by Greg Kozarik and was seconded by Deborah Callen, to adjourn.

All board members concurred

Motion Carried: 6:21 p.m.

  
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President

  
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Secretary