

Constellation Schools: Puritas 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: Jerry Hilinski, Gary Coupe, Theresa Smith and Sean Mendise. Absent: Jacqueline Grimm

School Staff present: Debbie Piazza and Victoria Wasilewski

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**

**PTCM-2021-06-01**

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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 154. Re-enrollment for school year 2021/2022 is 128.

**Approval of Field Trips**

**PTCM-2021-06-02**

A motion was made by Gary Coupe, and was seconded by Sean Mendise, 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 the Board members acknowledge they reviewed the Harassment-Intimidation Report for the school year.

**Acknowledgment of Harassment-Intimidation Report.**

**PTCM-2021-06-03**

Jerry Hilinski, Gary Coupe, Theresa Smith and Sean Mendise 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 the 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** **PTCM-2021-06-04**  
Jerry Hilinski, Gary Coupe, Theresa Smith and Sean Mendise acknowledged they reviewed the ODE Special Education Model Policies and Procedures.

**2021/2022 Suburban Transportation Agreement** **PTCM-2021-06-05**  
A motion was made by Sean Mendise, and was seconded by Theresa Smith, approving the 2021/2022 Suburban Transportation Agreement, as presented (see attached)  
All board members concurred  
Motion Carried

**2021/2022 AIMSWEB Subscription** **PTCM-2021-06-06**  
A motion was made by Theresa Smith, and was seconded by Gary Coupe, 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 Survanco requested board approval for New Policy 4.2160 Electronic Device Loan and Usage.

**New Policy 4.2160 Electronic Device Loan and Usage** **PTCM-2021-06-07**  
A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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.

**Personnel Actions** **PTCM-2021-06-08**  
A motion was made by Theresa Smith, and was seconded by Jerry Hilinski, 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**

**PTCM-2021-06-09**

A motion was made by Gary Coupe, and was seconded by Sean Mendise, approving the May, 2021 Financials, as presented (see attached).

All board members concurred

Motion Carried

**Facility Lease - Tenth Addendum to Original Lease**

**PTCM-2021-06-10**

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, approving the Resolution for the Tenth Addendum to the Original Lease whereas Constellation Schools: Puritas Community Middle is to pay a monthly rental amount of \$20,000.00 to Constellation Schools: Puritas 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**

**PTCM-2021-06-11**

A motion was made by Sean Mendise, and was seconded by Theresa Smith, 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**

**PTCM-2021-06-12**

A motion was made by Jerry Hilinski, and was seconded by Sean Mendise, 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**

**PTCM-2021-06-13**

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

**PTCM-2021-06-14**

A motion was made by Gary Coupe, and was seconded by Sean Mendise, 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 Election of Board Members and the Election of Officers.

**Appointment of Board Members**

**PTCM-2021-06-15**

A motion was made by Jerry Hilinski, and was seconded by Gary Coupe, electing Jerry Hilinski, Gary Coupe, Theresa Smith, Jacqueline Grimm and Sean Mendise to serve as board members for Constellation Schools: Stockyard Community Middle.

All board members concurred  
Motion Carried

**Appointment of Board President – Jerry Hilinski**

**PTCM-2021-06-16**

A motion was made by Gary Coupe, and was seconded by Theresa Smith, electing Jerry Hilinski as Board President for Constellation Schools: Stockyard Community Middle Community Middle.

All board members concurred  
Motion Carried

**Appointment of Board Vice President – Gary Coupe**

**PTCM-2021-06-17**

A motion was made by Jerry Hilinski, and was seconded by Sean Mendise, electing Gary Coupe as Board Vice President for Constellation Schools: Stockyard Community Middle.

All board members concurred  
Motion Carried

**Appointment of Board Secretary – Theresa Smith**

**PTCM-2021-06-18**

A motion was made by Jerry Hilinski, and was seconded by Gary Coupe, electing Theresa Smith as Board Secretary for Constellation Schools: Stockyard Community Middle.

All board members concurred  
Motion Carried

**XVII. Public Comment**

No report.

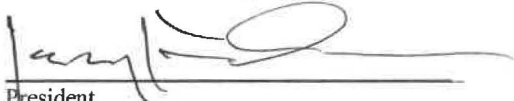
**New Business**


No report.

**Adjourn**

A motion was made by Gary Coupe and was seconded by Sean Mendise, to adjourn.

All board members concurred  
Motion Carried: 6:21 p.m.

  
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President

  
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Secretary