

Constellation Schools: Westpark 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: None

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

WCM-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 200. Re-enrollment for school year 2021/2022 is 218.

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

WCM-2021-06-02

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.

WCM-2021-06-03

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 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

WCM-2021-06-04

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

WCM-2021-06-05

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

WCM-2021-06-06

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

Jillian Lukich requested board approval for a Summer Project Supplemental.

Summer Project Supplemental

WCM-2021-06-07

A motion was made by Deborah Callen, and was seconded by Greg Kozarik, approving the Summer Project Supplemental, as presented (see attached)

All board members concurred

Motion Carried

No report.

School Nurse Program Coordinator

No report.

VIII. Technology Report

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

New Policy 4.2160 Electronic Device Loan and Usage

WCM-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

WCM-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

WCM-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 - Fourteenth Addendum to Original Lease

WCM-2021-06-11

A motion was made by Donna Reindel, and was seconded by Greg Kozarik, approving the Resolution for the Fourteenth Addendum to the Original Lease whereas Constellation Schools: Westpark Community Middle is to pay a monthly rental amount of \$19,791.67 to Constellation Schools: Westpark 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

WCM-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

WCM-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

WCM-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

WCM-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

WCM-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

WCM-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: Westpark Community Middle.

All board members concurred

Motion Carried

Appointment of Board Members Pending Sponsor Approval

WCM-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: Westpark Community Middle pending sponsor approval.

All board members concurred

Motion Carried

Appointment of Board President – James Tortelli

WCM-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: Westpark Community Middle.

All board members concurred

Motion Carried

Appointment of Board Vice President – Greg Kozarik

WCM-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: Westpark Community Middle.

All board members concurred

Motion Carried

Appointment of Board Secretary – Deborah Callen

WCM-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: Westpark 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.


President


Secretary