

Constellation Schools: Madison Community Elementary  
Board Meeting Minutes  
Thursday, July 22, 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, Bogusia Chmielewski, Donna Stelter, Rodney Spencer and Tom Bonner

School Staff present: Kevin Sheridan

Constellation Schools LLC present: Richard Lukich, Rebecca Keeney, Mary Beth Oko, Caroline Zito, Debbie Piazza, Christine Garten, Laura Horvath, Brittney Lester, Julia Howerton, Laura Lukich, Kim Petonic, 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 – June 17, 2021**

**MDCE-2021-07-01**

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the minutes of June 17, 2021, as presented.

All board members concurred

Motion Carried

Introduction of Building Leaders and Board Members were conducted.

**IV. Principal Report**

Enrollment for school year 2021/2022 is 217.

**V. Committee Reports**

No report.

**VI. Education Services**

**Education Program Coordinator**

Debbie Piazza requested board approval for a Supplemental Request for a Lead Teacher for SY 2021/2022.

**Supplemental Request for a Lead Teacher for SY 2021/2022**

**MDCE-2021-07-02**

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the Supplemental Request for a Lead Teacher for SY 2021/2022, as presented (see attached)

All board members concurred

Motion Carried

**Curriculum & Instruction Program Coordinator**

Christine Garten requested board members acknowledge they reviewed the Learning Recovery, Extended Learning and American Rescue Plan.

**Acknowledgment of Learning Recovery, Extended Learning and American Rescue Plan**

Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer, and Tom Bonner acknowledged they reviewed the Learning Recovery, Extended Learning and American Rescue Plan.

**VII. Student Services**

**Special Education Program Coordinator**

Laura Horvath requested board approval for an Executive Summary for CPI Training.

**Executive Summary for CPI Training**

**MDCE-2021-07-03**

A motion was made by Tom Bonner, and was seconded by Rodney Spencer, approving the Executive Summary for CPI Training, 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**

No report.

**IX. Human Resources Report**

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

**Personnel Actions**

**MDCE-2021-07-04**

A motion was made by Tom Bonner, and was seconded by Rodney Spencer, approving the Personnel Actions 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**

Highlights/Activities Report was made available to Board Members.

**XIII. Treasurer Report**

Caroline Zito requested board approval for the June, 2021 Financials. Board approval was requested for the Independent Contractor Agreement for SY 2021/2022 (Technology Support). Board approval was requested for FY 2022 GASB 68/75 Preparation Agreement by Rea & Associates. Caroline Zito provided an update on the Biennial Budget Funding as information only.

**June, 2021 Financials**

**MDCE-2021-07-05**

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

**Independent Contractor Agreement for SY 2021/2022 (Technology Support)**

**MDCE-2021-07-06**

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the Independent Contractor Agreement for SY 2021/2022 (Technology Support), as presented (see attached).  
All board members concurred  
Motion Carried

**Rea & Associates Summary of Procedure Agreement**

**MDCE-2021-07-07**

A motion was made by Tom Bonner, and was seconded by Rodney Spencer, approving the FY 2022 GASB 68/75 Preparation Agreement by Rea & Associates, as presented (see attached).

All board members concurred

Motion Carried

**XIV. Executive Director**

Rebecca Keeney requested board approval for an update change on the Address Form. Board members were requested to acknowledge the previous version of Policy 4.2010.7 Dress Code (Prior to SY 2020/2021), acknowledge the previous version of Policy 4.1010 Application Process (prior to 2020/2021), acknowledge to remove Policy 2.2080.1 Compulsory Kindergarten Admissions and acknowledge previous version of Policy 2.2080 Academic Acceleration, Early Entrance to Kindergarten, and Early High School Graduation (Compulsory Kindergarten and First Grade Admissions) prior to SY 2020/2021

**Update Change to the Address Form**

**MDCE-2021-07-08**

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the update to the Address Form, as presented (see attached)

All board members concurred

Motion Carried

**Acknowledgment of Previous Version of Policy 4.2010.7 Dress Code (Prior to SY 2020/2021)**

Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer, and Tom Bonner acknowledged the Previous Version of Policy 4.2010.7 Dress Code (Prior to SY 2020/2021).

**Acknowledgment of Previous Version of Policy 4.1010 Application Process (Prior to SY 2020/2021)**

Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer, and Tom Bonner acknowledged the Previous Version of Policy 4.1010 Application Process (Prior to SY 2020/2021).

**Acknowledgment to Remove Policy 2.2080.1 Compulsory Kindergarten Admissions**

Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer, and Tom Bonner acknowledged to remove Policy 2.2080.1 Compulsory Kindergarten Admissions.

**Acknowledgment of Previous Version of Policy 2.2080 Academic Acceleration, Early Entrance to Kindergarten, and Early High School Graduation (Compulsory Kindergarten and First Grade Admissions) (Prior to SY 2020/2021)**

Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer, and Tom Bonner acknowledged the Previous Version of Policy 2.2080 Academic Acceleration, Early Entrance to Kindergarten, and Early High School Graduation (Compulsory Kindergarten and First Grade Admissions) (Prior to SY 2020/2021).

**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: July, 2021

General Updates:

The Annual Statewide meeting is scheduled for August 4th and will be a virtual event. Board members are welcome to attend any session, however the afternoon session beginning at 3:30pm will be the most informational for all board members as it is the legal update. Registration is required for all sessions. If you would like an invitation link to be resent, please let me know and I would be happy to resend.

The ESCLEW Community Schools Center is planning a virtual Sunshine Laws meeting for October 2021. This event will most likely take place on a Saturday and as soon as a date is finalized we will share with all board members. This event will fulfill the requirement for board members to complete Open Meetings trainings each year.

With the retirement of Dr. Longstreth, Kurt Aey, Director of Community Schools continues to restructure of office and when final assessments are made for the 2021 – 2022 school year, he will be reaching out to all school leaders and governing authority members.

In person site visits will resume with the start of the 2021 – 2022 school year. Building check ins will occur late in August and monthly site visits will resume in September.

Our Financial consultant Linda Moye holds a monthly phone meeting with the school's treasurer, a completed report of this meeting is emailed to all board members. At this time, there were no red flags discussed.

If you have any questions regarding your school's financials, we encourage you to reach out to your treasurer.

**2021 – 2022 Governing Authority Goal (Attachment 11.6)**

**Goal \*\* new goals will be set in the fall of 2021, for the 2021 – 2022 school year\*\*\***

**XVI. President Report**

No report.

**XVII. Public Comment**

No report.

**New Business**

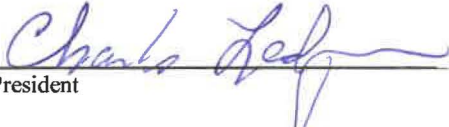
No report.

**Adjourn**

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, to adjourn.

All board members concurred

Motion Carried: 6:25 p.m.

  
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President

  
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Secretary