

Constellation Schools: Parma Community
Board Meeting Minutes
Thursday, August 19, 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: John Noga, Mary Wideman, Jerry Bednar, Bert Butts and Leo Tischer.

School Staff present: Bob Klinar, Bob Bogan, Ciara Gaspar, Jade Woodson, Todd Luecke, Eric Butler and David Kassel

Constellation Schools LLC present: Richard Lukich, Mary Beth Oko, Debbie Piazza, Christine Garten, Brittney Lester, Jillian Lukich, Laura Lukich, Kim Petonic, Brian Preseren, Garrick Lukich and Lisa Vinarcik.

Sponsor representative: Joyce Lewis

Financial Services: Dave Massa, Massa Financial Solutions LLC

Chad Carr, Executive Vice President & Superintendent of Ohio Schools, ACCEL Schools
Sarah O'Bryan, Associate Director, School Accountability, ACCEL Schools

Guest present: Adam Schira, Member, Dickinson Wright PLLC

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – July 22, 2021

PC-2021-08-01

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving the minutes of July 22, 2021, as presented.

All board members concurred

Motion Carried

Board Member Leo Tischer acknowledged he reviewed the Learning Recovery, Extended Learning and American Rescue Plan, the Previous Version of Policy 4.2010.7 Dress Code (Prior to SY 2020/2021). Leo Tischer acknowledged the Previous Version of Policy 4.1010 Application Process (Prior to SY 2020/2021), acknowledged to remove Policy 2.2080.1 Compulsory Kindergarten Admissions, 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) from the July 22, 2021 Board meeting.

Rick Lukich introduced Sarah O'Bryan and Chad Carr from ACCEL Schools.

Adam Schira, Member, Dickinson Wright, PLLC introduced Dave Massa, from Massa Financial Solutions, LLC.

Debbie Piazza introduced Building Leaders.

IV. Principal Report

Enrollment for school year 2021/2022 is 1,243

Field Trips

PC-2021-08-02

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the Field Trips, as presented (see attached).

All board members concurred

Motion Carried

V. Committee Reports

No report.

VI. Education Services

Education Program Coordinator

Debbie Piazza requested board approval for Supplemental Requests. Debbie Piazza requested board approval for the 2021/2022 Parent/Student Handbook. Board approval was requested for the Resolution on Financial Literacy and College Readiness. Board approval was requested for the Resolution on Career Technical Classes (Grades 7 & 8). Board approval was requested to re-adopt Policy 2.2040.4 Security Provisions for Statewide Assessment Test.

Supplemental Requests

PC-2021-08-03

A motion was made by John Noga, and was seconded by Leo Tischer, approving the Supplemental Requests, as presented (see attached).

All board members concurred

Motion Carried

2021/2022 Parent/Student Handbook

PC-2021-08-04

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving the 2021/2022 Parent/Student Handbook, as presented (see attached).

All board members concurred

Motion Carried

Resolution – Financial Literacy and College Readiness

PC-2021-08-05

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the Resolution for the Financial Literacy and College Readiness, as presented (see attached).

All board members concurred

Motion Carried

Resolution – Career Technical Classes (Grades 7 & 8)

PC-2021-08-06

A motion was made by Bert Butts, and was seconded by John Noga, approving the Resolution for the Career Technical Classes (Grades 7 & 8), as presented (see attached).

All board members concurred

Motion Carried

Re-Adopt Policy 2.2040.4 Security Provisions for Statewide Assessment Test

PC-2021-08-07

A motion was made by Bert Butts, and was seconded by Jerry Bednar, approving to Re-Adopt Policy 2.2040.4 Security Provisions for Statewide Assessment Test, as presented (see attached).

All board members concurred

Motion Carried

Curriculum & Instruction Program Coordinator

No report.

VII. Student Services

Special Education Program Coordinator

Brittney Lester requested board approval for a Supplemental Request for a 504 Coordinator for the 2021/2022 School Year. Board Approval was requested for the Contract with SchoolForce Solutions and Birch Agency Contracted Services for Special Education Staffing for the 2021/2022 School Year.

Supplemental Request – 504 Coordinator

PC-2021-08-08

A motion was made by John Noga, and was seconded by Mary Wideman, approving the Supplemental Request for a 504 Coordinator for the 2021/2022 School Year, as presented (see attached).

All board members concurred

Motion Carried

SchoolForce Solutions Contract

PC-2021-08-09

A motion was made by Mary Wideman, and was seconded by Jerry Bednar, approving the SchoolForce Solutions Contract for Special Education Staffing for the 2021/2022 School Year, as presented (see attached).

All board members concurred

Motion Carried

Birch Agency Contract

PC-2021-08-10

A motion was made by Jerry Bednar, and was seconded by John Noga, approving the Birch Agency Contract for Special Education Staffing for the 2021-2022 School Year, as presented (see attached).

All board members concurred
Motion Carried

Support Services Program Coordinator

No report.

School Nurse Program Coordinator

Board approval was requested for Revised Policy 5.1070.1 Use of Face Masks/Coverings.

Revised Policy 5.1070.1 Use of Face Masks/Coverings

PC-2021-08-11

A motion was made by Jerry Bednar, and was seconded by Leo Tischer, approving Revised Policy 5.1070.1 Use of Face Masks/Coverings, as presented (see attached).

All board members concurred
Motion Carried

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

PC-2021-08-12

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Personnel Actions as presented (see attached).

All board members concurred
Motion Carried

X. Facilities Manager Report

Garrick Lukich requested board approval for an Asset Disposal.

Asset Disposal

PC-2021-08-13

A motion was made by Mary Wideman, and was seconded by Bert Butts, approving the Asset Disposal, as presented (see attached).

All board members concurred
Motion Carried

XI. Business and Safety Manager Report

Brian Preseren requested the board members acknowledge they reviewed the Board Policies on School Health & Safety. Board approval was requested for a Daily Classroom Sanitation Agreement. Board approval was requested for PPE Cuyahoga County EMA Donation.

Acknowledgment of Board Policies on School Health & Safety

John Noga, Bert Butts, Mary Wideman, Jerry Bednar and Leo Tischer acknowledged they reviewed the Board Policies on School Health & Safety.

Policy 5.1140 Head Lice Infestation Procedure
Policy 5.1240 Automated External Defibrillators
Policy 5.1240.1 AED and CPR Training
Policy 5.2320 Student Suicide

Policy 5.2070 Weapons on School Property, In School Vehicle or at a School Sponsored Event
Policy 5.3300 Prevention of Lead Poisoning
Policy 5.4040 Peanut or Other Food Allergies

Daily Classroom Sanitation Agreement

PC-2021-08-14

A motion was made by John Noga, and was seconded by Bert Butts, approving the Daily Classroom Sanitation Agreement, as presented (see attached).

All board members concurred

Motion Carried

PPE Cuyahoga County EMA Donation

PC-2021-08-15

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the PPE Cuyahoga County EMA Donation, as presented.

All board members concurred

Motion Carried

XII. Marketing Report

Highlights/Activities Report was made available to Board Members.

XIII. Treasurer Report

No report.

XIV. Executive Director

No report.

XV. Sponsor Update

Joyce Lewis, Educational Service Center of Lake Erie West Regional Technical Assistance Educators provided the following updates per the Governing Authority Report:

Month: August, 2021

General Updates:

The ESCLEW Community Schools held their annual statewide meeting on August 4th. This was an all-day virtual event which concluded with a session from our legal team regarding current legislation as it relates to community schools. All sessions were recorded and we hope to have downloaded to our website by the end of the week. If you were able to attend any of the sessions you should be receiving an email to complete an evaluation form, once the form is submitted you will receive your certificate for attendance for that session. If you attended a session and do not receive an evaluation email, please reach out to Team Leader of Academic Services, Kristi Hayward at khayward@esclakeeriewest.org for a certificate. If you were able to join us, we were glad to have you.

Regularly scheduled site visits will begin 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

Rick Lukich requested board approval for EMIS Staffing for Fiscal Year 2022. Board Approval was requested for the Audit Arrangement Letter. The July, 2021 Financials were tabled for the September 16, 2021 Board Meeting. Board approval was requested to Ratify Approval of the Resolution for a New Treasurer, Fiscal Service. Board Approval was requested for the 2021/2022 Management Agreement.

EMIS Staffing for Fiscal Year 2022

PC-2021-08-16

A motion was made by Bert Butts, and was seconded by Leo Tischer, approving the EMIS Staffing for Fiscal Year 2022, as presented (see attached).

All board members concurred

Motion Carried

Audit Arrangement Letter

PC-2021-08-17

A motion was made by John Noga, and was seconded by Jerry Bednar, approving the Audit Arrangement Letter from Rea & Associates, as presented (see attached).

All board members concurred

Motion Carried

Ratify Approval of the Resolution for a New Treasurer, Fiscal Service

PC-2021-08-18

A motion was made by Jerry Bednar, and was seconded by Bert Butts, to approve ratifying the Resolution for a New Treasurer, Fiscal Service, as presented (see attached).

All board members concurred

Motion Carried

2021/2022 Management Agreement

PC-2021-08-19

A motion was made by Leo Tischer, and was seconded by John Noga, approving the 2021/2022 Management Agreement, as presented (see attached).

All board members concurred

Motion Carried

XVII. Public Comment

No report.

New Business

No report.

Adjourn

A motion was made by Jerry Bednar, and was seconded by Bert Butts, to adjourn.

All board members concurred

Motion Carried: 6:30 p.m.



President



Secretary