

Constellation Schools: Madison Community Elementary
Board Meeting Minutes
Thursday, September 16, 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, and Donna Stelter. Absent: Rodney Spencer and Thomas Bonner.

School Staff present: Kevin Sheridan

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

Sponsor representative: Joyce Lewis

Financial Services: Dave Massa, Massa Financial Solutions LLC

Sarah O'Bryan, Associate Director, School Accountability, ACCEL Schools

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – August 19, 2021

MDCE-2021-09-01

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving the minutes of August 19, 2021, as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2021/2022 is 226.

Approval of Field Trips

MDCE-2021-09-02

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving the field trips, as presented.

All board members concurred

Motion Carried

V. Committee Reports

Year 1, 2, & 3 Resident Educator August 23, 2021 minutes were made available to the board members.

VI. Education Services

Education Program Coordinator

Board approval was requested for the AmeriCorps Site Coordinator Supplemental.

AmeriCorps Site Coordinator Supplemental

MDCE-2021-09-03

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving the AmeriCorps Site Coordinator Supplemental, as presented (see attached).

All board members concurred

Motion Carried

Curriculum & Instruction Program Coordinator

Christine Garten requested board approval for an Academic Data Coach Position Description.

Academic Data Coach Position Description

MDCE-2021-09-04

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving the Academic Data Coach Position Description, as presented (see attached).

All board members concurred

Motion Carried

VII. Student Services

Special Education Program Coordinator

Special Education numbers were made available to the board members.

Support Services Program Coordinator

Jillian Lukich requested board approval to ratify the approval of the Zones of Regulation Training cost.

Ratify Approval of the Zones of Regulation Training Cost

MDCE-2021-09-05

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving to ratify the Zones of Regulation Training cost, as presented (see attached).

All board members concurred

Motion Carried

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. Board approval was requested for Revised Policy 3.3060 Sick Leave. Board approval was requested to Rescind Policy 3.3060.1 Emergency Paid Sick Time.

Personnel Actions

MDCE-2021-09-06

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving the Personnel Actions as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 3.3060 Sick Leave

MDCE-2021-09-07

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving Revised Policy 3.3060 Sick Leave, as presented (see attached).

All board members concurred

Motion Carried

Rescind Policy 3.3060.1 Emergency Paid Sick Time

MDCE-2021-09-08

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, for the approval to Rescind Policy 3.3060.1 Emergency Paid Sick Time, 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

Dave Massa requested board approval for the July 2021 and August 2021 Financial Reports.

July 2021 Financial Reports

MDCE-2021-09-09

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving the July 2021 Financial Reports, as presented (see attached).

All board members concurred

Motion Carried

August 2021 Financial Reports

MDCE-2021-09-10

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving the August 2021 Financial Reports, as presented (see attached).

All board members concurred

Motion Carried

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: September, 2021

General Updates:

ESCLEW's September Sponsor Newsletter was emailed at the beginning of the month. If a copy was not received, please verify the email in which to send communication. Highlights for Governing Authority Members included: a copy of the Community Schools Stakeholders Roles and Responsibilities, which is required to share with Governing Authority members on an annual basis.

Reminder: All Governing Authority meetings are to be held in an in-person format. In the case that a board member is unable to attend in person and chooses to attend the meeting via a virtual platform, the virtual governing authority member will not count as quorum and is unable to vote on any school action items. The board member is allowed to participate in the discussion and the meeting as a member of the public.

The ESCLEW will be hosting a virtual Open Meetings / Public Records training on Saturday October 16th from 9am – 12pm. This will be completed via Zoom platform and attendance at this training will complete the annual Open meeting training requirement for the 2021 – 2022 school year. Registration for this training will be coming to your emails soon.

I had the opportunity to meet the new building leaders during my August informal site visits. We discussed the role I will play as their Regional Technical Assistance Educator and discussed what the September site visits will entail.

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 Revised Policy 5.1020.1 COVID-19 Modifications Policy. Educational Service Center of Lake Erie West will be holding a virtual board training on Saturday, October 16, 2021 from 9:00 am. to 12:00 p.m.

Revised Policy 5.1020.1 COVID-19 Modifications Policy

MDCE-2021-09-11

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, approving Revised Policy 5.1020.1 COVID-19 Modifications Policy, as presented (see attached).

All board members concurred

Motion Carried

XVII. Public Comment

No report.

New Business

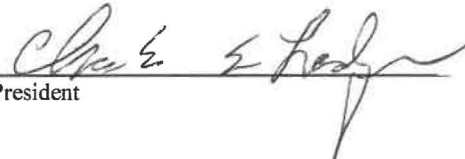
No report.

Adjourn

A motion was made by Bogusia Chmielewski, and was seconded by Donna Stelter, to adjourn.

All board members concurred

Motion Carried: 6:14 p.m.



President



Secretary