

Constellation Schools: Lorain Community Middle  
Board Meeting Minutes  
Thursday, November 18, 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, Greg Kozarik, Laurene Perkins and Joseph Sgro. Absent: Deborah Callen

School Staff present: None

ACCEL Schools LLC present: Chad Carr, Sarah O'Bryan, Mary Beth Oko, Debbie Piazza, Christine Garten, Brittney Lester, Julia Howerton, Laura Lukich, Garrick Lukich, Brian Preseren and Lisa Vinarcik.

Sponsor representative: Joe Calinger

Financial Services: Dave Massa, Massa Financial Solutions LLC

**II. Adoption of Agenda**

The agenda was adopted as presented.

**III. Approval of Minutes**

**Approval of Minutes – October 21, 2021**

**LCM-2021-11-01**

A motion was made by Greg Kozarik, and was seconded by Laurene Perkins, approving the minutes of October 21, 2021, as presented.

All board members concurred

Motion Carried

**IV. Principal Report**

Enrollment for school year 2021/2022 is 106.

**V. Committee Reports**

No report.

**VI. Education Services**

**Education Program Coordinator**

No report.

**Curriculum & Instruction Program Coordinator**

No report.

**VII. Student Services**

**Special Education Program Coordinator**

Special Education numbers were made available to the board members.

**Support Services Program Coordinator**

No report.

**School Nurse Program Coordinator**

No report.

**VIII. Technology Report**

No report.

**IX. Human Resources Report**

Sarah O'Bryan requested board approval for Personnel Request. Sarah O'Bryan requested board approval for a Supplemental for Staff Members Performing Additional School Duties.

**Personnel Requests**

**LCM-2021-11-02**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, approving the Personnel Requests, as presented (see attached).

All board members concurred

Motion Carried

**Supplemental for Staff Members Performing Additional School Duties**

**LCM-2021-11-03**

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving the Supplemental for Staff Members Performing Additional School Duties, as presented (see attached).

All board members concurred

Motion Carried

**X. Facilities Manager Report**

No report.

**XI. Business and Safety Manager Report**

Brian Preseren requested board approval for Liability Insurance.

**Liability Insurance**

**LCM-2021-11-04**

A motion was made by Joseph Sgro, and was seconded by Greg Kozarik, approving the Liability Insurance, as presented (see attached).

All board members concurred

Motion Carried

**XII. Marketing Report**

Highlights/Activities Report was made available to the board members.

**XIII. Treasurer Report**

Dave Massa requested board approval for the October, 2021 Financial Reports. Board approval was requested for an extension of the HINKLE Filing Extension. Board approval was requested to adopt the Resolution approving Massa Financial Solutions, LLC Financial Policies and Controls Manual.

**October, 2021 Financial Reports**

**LCM-2021-11-05**

A motion was made by James Tortelli, and was seconded by Laurene Perkins, approving the October, 2021 Financial Reports, as presented (see attached).

All board members concurred

Motion Carried

**HINKLE Filing Extension**

**LCM-2021-11-06**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, approving the HINKLE Filing Extension by 60 days, as presented (see attached).

All board members concurred

Motion Carried

**Resolution Approving Massa Financial Solutions, LLC Financial Policies And Controls Manual**

**LCM-2021-11-07**

A motion was made by Greg Kozarik, and was seconded by Joseph Sgro, approving the Resolution for Massa Financial Solutions, LLC Financial Policies and Controls Manual (see attached).

All board members concurred

Motion Carried

**XIV. Superintendent Report**

Sarah O'Bryan requested board approval for Resolution approving Revised Policy 2.1310 Student Transportation, Revised Policy 4.1010 Application Process, Revised Policy 4.1040 Information Required Prior to Admission, Revised Policy 5.1070.1 Use of Face Masks/Coverings. The following Appendix were for information only: Appendix 2.1310-A Bus Driver Qualifications, Appendix 2.1310-B Bus Inspection, Appendix 2.1310-C Field Trip Permit and

Appendix 2.1310-D Pre-Trip Safety Training Verification. Sarah requested that the board members acknowledge they reviewed the October Superintendent Residency Verification Report.

**Resolution – Revised Policy 2.1310 Student Transportation** **LCM-2021-11-08**

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving the Resolution for Revised Policy 2.1310 Student Transportation, as presented (see attached).

All board members concurred

Motion Carried

**Resolution – Revised Policy 4.1010 Application Process** **LCM-2021-11-09**

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving the Resolution for Revised Policy 4.1010 Application Process, as presented (see attached).

All board members concurred

Motion Carried

**Resolution – Revised Policy 4.1040 Information Required Prior to Admission** **LCM-2021-11-10**

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving the Resolution for Revised Policy 4.1040 Information Required Prior to Admission, as presented (see attached).

All board members concurred

Motion Carried

**Resolution – Revised Policy 5.1070.1 Use of Face Masks/Coverings** **LCM-2021-11-11**

A motion was made by Joseph Sgro, and was seconded by Laurene Perkins, approving the Resolution for Revised Policy 5.1070.1 Use of Face Masks/Coverings, as presented (see attached).

All board members concurred

Motion Carried

**Acknowledgment of Superintendent Residency Verification Report**

James Tortelli, Greg Kozarik, Laurene Perkins and Joseph Sgro acknowledged they reviewed the October Superintendent Residency Verification Report.

**XV. Sponsor Update**

Joe Calinger provided board members with the monthly report.

**XVI. Public Comment**

No report.

**New Business**

No report.

**Adjourn**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, to adjourn.

All board members concurred

Motion Carried: 6:15 p.m.

  
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President

  
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Secretary