

Constellation Schools: Westpark 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

WCM-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 197

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 a Supplemental for Staff Members Performing Additional School Duties.

Supplemental for Staff Members Performing Additional School Duties**WCM-2021-11-02**

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**WCM-2021-11-03**

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**WCM-2021-11-04**

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**WCM-2021-11-05**

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****WCM-2021-11-06**

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

WCM-2021-11-07

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

WCM-2021-11-08

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

WCM-2021-11-09

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

WCM-2021-11-10

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.



President

Secretary