

Constellation Schools: Westside Community School of the Arts
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: Jerry Hilinski, Gary Coupe, Jacqueline Grimm, Theresa Smith and Sean Mendise.

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 28, 2021

WCSA-2021-11-01

A motion was made by Theresa Smith, and was seconded by Jerry Hilinski, approving the minutes of October 28, 2021, as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2021/2022 is 194.

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. Brittney Lester requested board approval for a Supplemental for a 504 Coordinator.

Supplemental for a 504 Coordinator

WCSA-2021-11-02

A motion was made by Jacqueline Grimm, and was seconded by Theresa Smith, approving the Supplemental for a 504 Coordinator, as presented.

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

Sarah O'Bryan requested board approval for Personnel Actions Resignations and Separations were presented as information only. Board approval was requested for a Supplemental for Staff Members Performing Additional School Duties

Personnel Actions

WCSA-2021-11-03

A motion was made by Sean Mendise, and was seconded by Jacqueline Grimm, approving the Personnel Actions, as presented (see attached).

All board members concurred

Motion Carried

Supplemental for Staff Members Performing Additional School Duties

WCSA-2021-11-04

A motion was made by Theresa Smith, and was seconded by Sean Mendise, approving the Supplemental for Staff Members Performing Additional School Duties, as presented (see attached).

All board members concurred

Motion Carried

X. Facilities Manager Report

Garrick Lukich requested board approval for the Electric Utility Supplier Agreement.

Electric Utility Supplier Agreement

WCSA-2021-11-05

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, approving the Electric Utility Supplier Agreement, as presented (see attached).

All board members concurred

Motion Carried

No report.

XI. Business and Safety Manager Report

Brian Preseren requested board approval for Liability Insurance.

Liability Insurance

WCSA-2021-11-06

A motion was made Jacqueline Grimm, and was seconded by Theresa Smith, 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

WCSA-2021-11-07

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, approving the October, 2021 Financial Reports, as presented (see attached).

All board members concurred

Motion Carried

HINKLE Filing Extension

WCSA-2021-11-08

A motion was made by Sean Mendise, and was seconded by Jerry Hilinski, 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

WCSA-2021-11-09

A motion was made by Theresa Smith, and was seconded by Jacqueline Grimm, 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

WCSA-2021-11-10

A motion was made by Gary Coupe, and was seconded by Sean Mendise, 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

WCSA-2021-11-11

A motion was made by Theresa Smith, and was seconded by Jacqueline Grimm, 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

WCSA-2021-11-12

A motion was made by Gary Coupe, and was seconded by Sean Mendise, 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

WCSA-2021-11-13

A motion was made by Gary Coupe, and was seconded by Theresa Smith, 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

Jerry Hilinski, Gary Coupe, Jacqueline Grimm, Theresa Smith and Sean Mendise 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

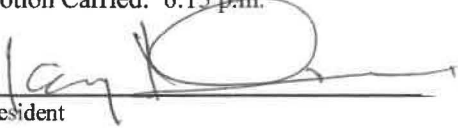
No report.

Adjourn

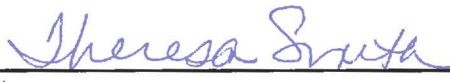
A motion was made by Theresa Smith, and was seconded by Jacqueline Grimm, to adjourn.

All board members concurred

Motion Carried: 6:15 p.m.



President



Secretary