

Constellation Schools: Westside Community School of the Arts  
Board Meeting Minutes  
Thursday, December 16, 2021  
Constellation Schools – Administrative Offices, Parma, Ohio

**I. Roll Call**

Sarah O'Bryan called the meeting to order at 6:00 p.m. with the following members present: Jerry Hilinski, Gary Coupe, Theresa Smith and Sean Mendise. Absent: Jacqueline Grimm.

School Staff present: Howard Waugaman and Anna Deitsch

ACCEL Schools LLC present: Sarah O'Bryan, Mary Beth Oko, Debbie Piazza, Chrissy Garten, Brittney Lester, Jillian Lukich, Laura Lukich, Brian Preseren, Garrick Lukich 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 – November 18, 2021**

**WCSA-2021-12-01**

A motion was made by Theresa Smith, and was seconded by Gary Coupe, approving the minutes of November 18, 2021, as presented.

All board members concurred

Motion Carried

**IV. Principal Report**

Enrollment for school year 2021/2022 is 190.

**V. Committee Reports**

The LPDC December, 2021 Minutes were made available to the board members.

**VI. Education Services**

**Education Program Coordinator**

Debbie Piazza requested board approval for a Supplemental Request.

**Supplemental Request**

**WCSA-2021-12-02**

A motion was made by Theresa Smith, and was seconded by Sean Mendise, approving the Supplemental Request, as presented (copy attached).

All board members concurred

Motion Carried

**Curriculum & Instruction Program Coordinator**

Chrissy Garten requested board approval for Student Placement from Baldwin Wallace – Sophomore Experience.

**Student Placement from Baldwin Wallace – Sophomore Experience**

**WCSA-2021-12-03**

A motion was made by Gary Coupe, and was seconded by Theresa Smith, approving Student Placement from Baldwin Wallace – Sophomore Experience, as presented (copy 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**

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. Sarah O'Bryan requested board approval to ratify the supplemental for staff members performing additional duties.

**Personnel Actions**

**WCSA-2021-12-04**

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

All board members concurred

Motion Carried

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

**WCSA-2021-12-05**

A motion was made by Theresa Smith, and was seconded by Sean Mendise, approving to ratify 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**

No report.

**XII. Marketing Report**

Lisa Vinarcik requested board approval to ratify the re-enrollment form for SY 22/23.

**Ratify Re-Enrollment Form for SY 22/23**

**WCSA-2021-12-06**

A motion was made by Theresa Smith, and was seconded by Sean Mendise, approving to ratify the Re-Enrollment Form for SY 22/23, as presented (see attached).

All board members concurred

Motion Carried

**XIII. Treasurer Report**

Dave Massa requested board approval for the November, 2021 Financial Reports.

**November, 2021 Financial Reports**

**WCSA-2021-12-07**

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, approving the November, 2021 Financial Reports, as presented (see attached).

All board members concurred

Motion Carried

**XIV. Superintendent Report**

Sarah O'Bryan requested board approval for a Resolution approving Revised Policy 4.1010 Application Process, Revised Policy 7.7040 Student Fees, Fines and Charges, Readopt Policy 2.2140 At-Risk Policy and a Resolution Adopting Appendix 2.2140-B Parental Notification that Student is at Risk of not Graduating. Sarah requested that the board members acknowledge they reviewed the November Superintendent Residency Verification Report.

**Resolution – Revised Policy 4.1010 Application Process**

**WCSA-2021-12-08**

A motion was made by Sean Mendise, and was seconded by Gary Coupe, approving the Resolution for Revised Policy 4.1010 Application Process, as presented (see attached).

All board members concurred

Motion Carried

**Resolution – Revised Policy 7.7040 Student Fees, Fines and Charges**

**WCSA-2021-12-09**

A motion was made by Theresa Smith, and was seconded by Sean Mendise, approving the Resolution for Revised Policy 7.7040 Student Fees, Fines and Charges, as presented (see attached).

All board members concurred

Motion Carried

**Resolution – Readopt Policy 2.2140 At-Risk Policy**

**WCSA-2021-12-10**

A motion was made by Gary Coupe, and was seconded by Sean Mendise, approving the Resolution to Readopt Policy 2.2140 At-Risk Policy, as presented (see attached).

All board members concurred

Motion Carried

**Resolution – Adopting Appendix 2.2140-B Parental Notification that Student is at Risk of not Graduating**

**WCSA-2021-12-11**

A motion was made by Gary Coupe, and was seconded by Sean Mendise Adopting Appendix 2.2140-B Parental Notification that Student is at Risk of not Graduating, as presented (see attached).

All board members concurred

Motion Carried

**Acknowledgment of Superintendent Residency Verification Report**

Jerry Hilinski, Gary Coupe, Theresa Smith and Sean Mendise acknowledged they reviewed the November 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 Jerry Hilinski, and was seconded by Sean Mendise, to adjourn.

All board members concurred

Motion Carried: 6:16 p.m.

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President

  
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Secretary