

Constellation Schools: Parma Community  
Board Meeting Minutes  
Thursday, January 20, 2022  
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: John Noga, Jerry Bednar, Bert Butts, Leo Tischer and Michele Norman.

School Staff present: None

ACCEL Schools LLC present: Chad Carr, 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: Joyce Lewis

Financial Services: None

**II. Adoption of Agenda**

The agenda was adopted as presented.

**III. Approval of Minutes**

**Approval of Minutes – December 16, 2021**

**PC-2022-01-01**

A motion was made by Bert Butts, and was seconded by John Noga, approving the minutes of December 16, 2021 as presented.

All board members concurred

Motion Carried

**IV. Principal Report**

Enrollment for school year 2021/2022 is 1,167.

**V. Committee Reports**

The LPDC January, 2022 Minutes were made available to the board members.

**VI. Education Services**

**Education Program Coordinator**

Debbie Piazza requested the board members acknowledge they reviewed the Bullying, Harassment and Intimidation Report.

**Acknowledgment of Bullying, Harassment and Intimidation Report**

John Noga, Jerry Bednar Michele Norman, Bert Butts and Leo Tischer acknowledged they reviewed the Bullying, Harassment and Intimidation 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**

Jillian Lukich requested board approval for a contract with School Links. Board approval was requested for the Naviance Contract.

**School Links Contract**

**PC-2022-01-02**

A motion was made by Bert Butts, and was seconded by John Noga, approving the School Links Contract, as presented (see attached).  
All board members concurred  
Motion Carried

**Naviance Contract**

**PC-2022-01-03**

A motion was made by Bert Butts, and was seconded by Jerry Bednar, approving the Naviance Contract, 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**

Sarah O’Bryan requested board approval for Personnel Actions. Resignations and Separations were presented as information only. Sarah O’Bryan requested board approval for Teacher of Record.

**Personnel Actions**

**PC-2022-01-04**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Personnel Actions, as presented (see attached).  
All board members concurred  
Motion Carried

**Teacher of Record**

**PC-2022-01-05**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Teacher of Record, 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 the board members.

**XIII. Treasurer Report**

Sarah O’Bryan requested board approval for the December, 2021 Financial Reports. Board approval was requested for 2022 Mileage at \$0.585 cents effective January 1, 2022.

**December, 2021 Financial Reports**

**PC-2022-01-06**

A motion was made by John Noga, and was seconded by Bert Butts, approving the December, 2021 Financial Reports, as presented (see attached).  
All board members concurred  
Motion Carried

**2022 Mileage at \$0.585 cents Effective January 1, 2022**

**PC-2022-01-07**

A motion was made by Bert Butts, and was seconded by Jerry Bednar, approving the 2022 Mileage at \$0.585 Cents Effective January 1, 2022, 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 4.2010.6 Conduct and/or Behavior Infractions, Revised Policy 4.2010.7 Dress Code and Revised Policy 4.2020 Sexual and Other Forms of Harassment. Board approval was requested for renewal agreement with Vector Solutions (SafeSchools). Board approval was requested for a Resolution for Blended Learning. Sarah requested that the board members acknowledge they reviewed the Superintendent Residency Verification Report.

**Resolution – Revised Policy 4.2010.6 Conduct and/or Behavior Infractions**

**PC-2022-01-08**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Resolution for Revised Policy 4.2010.6 Conduct and/or Behavior Infractions, as presented (see attached).

All board members concurred

Motion Carried

**Resolution – Revised Policy 4.2010.7 Dress Code**

**PC-2022-01-09**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Resolution for Revised Policy 4.2010.7 Dress Code, as presented (see attached).

All board members concurred

Motion Carried

**Resolution – Revised Policy 4.2020 Sexual and Other Forms of Harassment**

**PC-2022-01-10**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Resolution for Revised Policy 4.2020 Sexual and Other Forms of Harassment, as presented (see attached).

All board members concurred

Motion Carried

**Vector Solutions (SafeSchools) Renewal Agreement**

**PC-2022-01-11**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Vector Solutions (SafeSchools) Renewal Agreement, as presented (see attached).

All board members concurred

Motion Carried

**Resolution – Blended Learning**

**PC-2022-01-12**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Resolution for Blended Learning, as presented (see attached).

All board members concurred

Motion Carried

**Acknowledgment of Superintendent Residency Verification Report**

John Noga, Jerry Bednar, Michele Norman, Leo Tischer and Bert Butts acknowledged they reviewed the Superintendent Residency Verification 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: January, 2022

General Updates:

Information regarding community schools implementing a blended learning option throughout the remainder of the year was emailed on January 6<sup>th</sup> from Kurt Aey. We hope that this will provide the community schools with some

flexibility as they continue to navigate the challenges of educating students through the pandemic. If you have any questions on this, please don't hesitate to reach out to Kurt.

An announcement of our inaugural Building Leadership Forum for all building leaders was in the January sponsor update. It will take place on Friday, June 24, 2022.

As always if you have any questions for me regarding the sponsorship, please feel free to reach out to me directly.

During the December site visit I reviewed all schools' 11.6 goals. At this time everyone is making progress on their goals. During the January site visits I am reviewing special education files. I plan to send a copy of my February site visit scheduled once it's finalized for those of you who would like to join me.

Our Financial Consultant Linda Moyer 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)**

As of now you are at 100% for quorum for regularly scheduled board meetings and have attended the sunshine law training which would satisfy letter f. If the board would like to do letter C I am more than happy to send you a copy of my schedule for when I am in the building. This would give you a great insight on how I support the schools.

1. Achieve a quorum at 11 of 12 (91%) regularly-scheduled Board meetings.
2. Members of the Board will collectively participate in at least 2 of the following activities:
  - a. • Visit the school or observe a series of virtual lessons while classes are in session;
  - b. • Attend a school event or participate in a virtual school event (I.e. field trip, professional development, graduation, promotion, opening convocation, motivational speaker);
  - c. • Attend in person, virtually, or conference call a sponsor visit to the school;
  - d. • Serve on a committee related to the school (I.e. professional development, LPDC, finance, scholarship, golf event, holiday committee);
  - e. • Attend in person or virtually a regional, state, or national conference related to school choice or charter schools (I.e. National Charter School conference)
  - f. • Participate in an in-person or virtual professional development focusing on supporting the needs of a charter school.

**Evidence on progress of making the goals is listed above by school.**

Making Progress

#### **XVI. Public Comment**

Molly A. Koch from ACCEL Schools was present, but did not participate in public comment

#### **New Business**

No report.

**Adjourn**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, to adjourn.

All board members concurred

Motion Carried: 6:27 p.m.

  
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President

  
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Secretary