

Constellation Schools: Parma Community
Board Meeting Minutes
Thursday, February 18, 2022
Constellation Schools – Administrative Offices, Parma, Ohio

I. Roll Call

Chad Carr called the meeting to order at 6:00 p.m. with the following members present: John Noga, Jerry Bednar, Leo Tischer and Michele Norman. Absent: Bert Butts

School Staff present: None

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

Sponsor representative: Joyce Lewis

Financial Services: David Massa, Massa Financial Solutions LLC

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – January 20, 2022

PC-2022-02-01

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the minutes of January 20, 2022 as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2021/2022 is 1,155. Re-enrollment for 2022/2023 is 595.

Field Trips

PC-2022-02-02

A motion was made by Jerry Bednar, and was seconded by Leo Tischer, approving the field trips, as presented.

All board members concurred

Motion Carried

V. Committee Reports

The LPDC February 2, 2022 Minutes were made available to the board members.

VI. Education Services

Education Program Coordinator

Debbie Piazza requested board approval for a Tutoring Request. Board approval was requested for a Supplemental Request. Board approval was requested for the 2022/2023 School Calendar.

Tutoring Request

PC-2022-02-03

A motion was made by Leo Tischer, and was seconded by Michele Norman, approving the Tutoring Request, as presented (see attached).

All board members concurred

Motion Carried

Supplemental Request

PC-2022-02-04

A motion was made by John Noga, and was seconded by Jerry Bednar, approving the Supplemental Request, as presented (see attached).

All board members concurred

Motion Carried

2022/2023 School Calendar

PC-2022-02-05

A motion was made by John Noga, and was seconded by Leo Tischer, approving the 2022/2023 School Calendar, as presented (see attached).
All board members concurred
Motion Carried

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 Actions. Resignations and Separations were presented as information only. Board approval was requested for a Supplemental for Staff Members Performing Additional Duties. Board approval was requested for the 2022/2023 Employment Contracts for Faculty, Daily Substitute Teachers and Leadership.

Personnel Actions

PC-2022-02-06

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

Supplemental for Staff Members Performing Additional Duties

PC-2022-02-07

A motion was made by Leo Tischer, and was seconded by John Noga, approving the Supplemental for Staff Members Performing Additional Duties, as presented (see attached).
All board members concurred
Motion Carried

Employment Contracts for Faculty, Daily Substitute Teachers and Leadership for SY 2022/2023

PC-2022-02-08

A motion was made by Michele Norman, and was seconded by Jerry Bednar, approving the Employment Contracts for Faculty, Daily Substitute Teachers and Leadership for SY 2022/2023, 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. Board approval was requested to ratify approval for the New Enrollment Form for SY 22/23 effective February 1, 2022.

Ratify New Enrollment Form for SY 22/23 Effective February 1, 2022

PC-2022-02-09

A motion was made by Leo Tischer, and was seconded John Noga, approving Ratifying the New Enrollment Form for SY 22/23 Effective February 1, 2022, as presented (see attached).

All board members concurred

Motion Carried

XIII. Treasurer Report

Dave Massa requested board approval for the January, 2022 Financial Reports.

January, 2022 Financial Reports

PC-2022-02-10

A motion was made by Leo Tischer, and was seconded by John Noga, approving the January, 2022 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 2.2130 Graduation Requirements and a Resolution for Revised Policy 3.3060 Sick Time Effective February 1, 2022. Appendix 2.2130-B Parental Notification of Ohio Core Curriculum Requirements and Appendix 3.3060-A Time Off Donation Request Form were for information only. Board approval was requested to Rescind Policy 3.3090.1 Emergency Family and Medical Leave Expansion Act. Rescind Appendix 3.3090.1-A Notice of Eligibility and Rights & Responsibilities and Appendix 3.3090.1-B Designation Notice was for information only. Sarah requested that the board members acknowledge they reviewed the Superintendent Residency Verification Report.

Resolution – Revised Policy 2.2130 Graduation Requirements

PC-2022-02-11

A motion was made by John Noga, and was seconded by Jerry Bednar, approving the Resolution for Revised Policy 2.2130 Graduation Requirements, as presented (see attached).

All board members concurred

Motion Carried

Resolution – Revised Policy 3.3060 Sick Time (Effective February 1, 2022)

PC-2022-02-12

A motion was made by Michele Norman, and was seconded by Jerry Bednar, approving the Resolution for Revised Policy 3.3060 Sick Time Effective February 1, 2022), as presented (see attached).

All board members concurred

Motion Carried

Rescind Policy 3.3090.1 Emergency Family and Medical Leave Expansion Act

PC-2022-02-13

A motion was made by Leo Tischer, and was seconded by John Noga, approving to Rescind Policy 3.3090.1 Emergency Family and Medical Leave Expansion Act, as presented (see attached).

All board members concurred

Motion Carried

Acknowledgment of Superintendent Residency Verification Report

John Noga, Jerry Bednar, Michele Norman, and Leo Tischer acknowledged they reviewed the Superintendent Residency Verification Report.

XV. Sponsor Update

Jerry Bednar, Board Vice President, was at the School to observe the Sponsor On-Site visit which took place on February 17, 2022

Joyce Lewis, Educational Service Center of Lake Erie West Regional Technical Assistance Educators provided the following updates per the Governing Authority Report:

Month: February, 2022

General Updates:

In order for the school to receive full financial funding, and complete a full educational year for students, the school calendar of instructional days is required by Ohio law to meet 920 instructional hours. This is important to keep track of with the school closures that have already occurred

Last month I reviewed the Special Education files. All schools are in compliance and I gave feedback where it was warranted. This month we will be reviewing the 11.6 goals.

Our Financial Consultant Linda Moye 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)

Members of the Board will collectively participate in at least 3 of the following activities:

1. Visit the school or observe a series of virtual lessons while classes are in session;
2. Attend a school event or participate in a virtual school event (I.e. field trip, professional development, graduation, promotion, opening convocation, motivational speaker);
3. Attend in person, virtually, or conference call a sponsor visit to the school;
4. Serve on a committee related to the school (I.e. professional development, LPDC, finance, scholarship, golf event, holiday committee);
5. Attend in person or virtually a regional, state, or national conference related to school choice or charter schools (I.e. National Charter School conference)

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

Making Progress

XVI. Public Comment

Mike Wolf, Parent – Parma Community – Day Drive

Mr. Wolf expressed concerns over the mask mandate policy and inquired if there was a chance this would be rescinded. Sarah O'Bryan responded that the mask policy was revised and approved at the November 18, 2021 Board Meeting and it is not mandatory that mask be worn. Mr. Wolf's second concern was that he is not able to observe his child in kindergarten who is having some behavioral issues and is scared to come to school. Sarah O'Brien offered to meet with him after the board meeting to set up a time to discuss and work out a solution.

New Business

No report.

Adjourn

A motion was made by Leo Tischer, and was seconded by John Noga, to adjourn.

All board members concurred

Motion Carried: 6:21 p.m.



President



Secretary