

Constellation Schools: Puritas Community Elementary
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: Bogusia Chmielewski, Donna Stelter, Rodney Spencer and Thomas Bonner. Absent: Charles Ledger

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

PTCE-2022-02-01

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, 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 165. Re-enrollment for 2022/2023 is 55.

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 the 2022/2023 School Calendar.

2022/2023 School Calendar

PTCE-2022-02-02

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, 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. Board approval was requested to Ratify the Birch Agency Agreement.

Ratify Birch Agency Agreement

PTCE-2022-02-03

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, approving to Ratify the Birch Agency Agreement, as presented (see attached).
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 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.

Supplemental for Staff Members Performing Additional Duties

PTCE-2022-02-04

A motion was made by Thomas Bonner, and was seconded by Rodney Spencer, 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

PTCE-2022-02-05

A motion was made by Thomas Bonner, and was seconded by Rodney Spencer, 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

PTCE-2022-02-06

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, 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

PTCE-2022-02-07

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, 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 PTCE-2022-02-08

A motion was made by Thomas Bonner, and was seconded by Rodney Spencer, 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) PTCE-2022-02-09

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, 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 PTCE-2022-02-10

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, 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

Bogusia Chmielewski, Donna Stelter, Rodney Spencer and Thomas Bonner 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: 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)

Please let me know which month(s) would be a good time for your board to join me for a site visit at this school to satisfy goal 1. You have all attended a sunshine law training which will satisfy the last activity so you only need to choose one additional activity under goal 2.

1. Each board member will complete a building walk through and site visit with the ESCLEW RTAE during the School Year.
2. Members of the Board will collectively participate in at least 2 of the following activities:
 - Visit the school or observe a series of virtual lessons while classes are in session;
 - Attend a school event or participate in a virtual school event (I.e. field trip, professional development, graduation, promotion, opening convocation, motivational speaker);
 - Attend in person, virtually, or conference call a sponsor visit to the school;
 - Serve on a committee related to the school (i.e. professional development, LPDC, finance, scholarship, golf event, holiday committee);
 - Attend in person or virtually a regional, state, or national conference related to school choice or charter schools (i.e. National Charter School conference)
 - Participate in an in-person or virtual professional development focusing on supporting the needs of a charter school

Making Progress

XVI. Public Comment

No report.

New Business

No report.

Adjourn


A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, to adjourn.

All board members concurred

Motion Carried: 6:21 p.m.



President



Secretary