

Constellation Schools: Puritas Community Elementary
Board Meeting Minutes
Thursday, March 24, 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: Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer and Thomas Bonner.

School Staff present: Victoria Wasilewski and Angela Waggaman

ACCEL Schools LLC present: Chad Carr, Sarah O'Bryan, Mary Beth Oko, Debbie Piazza, Christine Garten, Brittney Lester, Laura Lukich, Brian Preseren, Garrick Lukich and Lisa Vinarcik.

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 – February 18, 2022

PTCE-2022-03-01

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, approving the minutes of February 18, 2022 as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2021/2022 is 159. Re-enrollment for 2022/2023 is 54.

V. Committee Reports

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

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. Board approval was requested to Ratify the Birch Agency Agreement.

Ratify Birch Agency Agreement

PTCE-2022-03-02

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, 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 the Revision of the 2022/2023 Employment Contracts for Faculty, Daily Substitute Teachers, Building Leaders and Statement of Compensation. Board approval was requested for the Longevity Bonus.

**Ratify Employment Contracts for Faculty, Daily Substitute Teachers,
Building Leaders and Statement of Compensation**

PTCE-2022-03-03

A motion was made by Thomas Bonner, and was seconded by Bogusia Chmielewski, approving Ratifying the Employment Contracts for Faculty, Daily Substitute Teachers, Building Leaders and Statement of Compensation for the 2022/2023 school year, as presented (see attached).

All board members concurred

Motion Carried

Longevity Bonus

PTCE-2022-03-04

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the Longevity Bonus, as presented (see attached).

All board members concurred

Motion Carried

X. Facilities Manager Report

Garrick Lukich requested board approval to ratify the renewal agreement with Road Runner Trash Removal.

Ratify Road Runner Trash Removal Contract

PTCE-2022-03-05

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving to Ratify the Road Runner Trash Removal Agreement, as presented (see attached).

All board members concurred

Motion Carried

XI. Business and Safety Manager Report

No report.

XII. Marketing Report

Highlights/Activities Report was made available to the board members.

XIII. Treasurer Report

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

February, 2022 Financial Reports

PTCE-2022-03-06

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, approving the February, 2022 Financial Reports, as presented (see attached).

All board members concurred

Motion Carried

XIV. Superintendent Report

Sarah requested that the board members acknowledge they reviewed the Superintendent Residency Verification Report.

Acknowledgment of Superintendent Residency Verification Report

Charles Ledger, 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: March, 2022

General Updates:

On 1/9/21, Governor Mike DeWine signed a set of laws strengthening dyslexia support for Ohio's children. This new support law establishes dyslexia screening measures, professional development requirements, a certification process for certain teachers, and the creation of the Ohio Dyslexia Committee. Once the final Guidebook is released, the ESC will be offering multiple trainings and office hours to support our schools in the implementation of the new requirements.

As a reminder, the Five-Year Forecast Update is due in Epicenter by April 30th. Although approved meeting minutes/resolution are not collected by ESCLEW/ODE, the forecast must be board approved prior to submission.

All of the February site visits were marked compliant. During this month's site visits I will discuss the climate and culture of the building, the state testing schedule and preparation, and I will be doing classroom observations.

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.

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

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

Making Progress

XVI. Public Comment

No report.

New Business

No report.

Adjourn

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, to adjourn.

All board members concurred

Motion Carried: 6:13 p.m.

Charles E. Lefter
President

Donna Stalter
Secretary