

Constellation Schools: Westside Community School of the Arts  
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: Jerry Hilinski, Theresa Smith, Gary Coupe, Jacqueline Grimm and Sean Mendise.

School Staff present: Howard Waugaman & Anna Deitsch

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: Joe Calinger

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**

**WCSA-2022-03-01**

A motion was made by Theresa Smith, and was seconded by Jacqueline Grimm, 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 184. Re-enrollment for 2022/2023 is 102.

**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**

**WCSA-2022-03-02**

A motion was made by Jacqueline Grimm, and was seconded by Theresa Smith, 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 Personnel Actions. Board approval was requested 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.

**Personnel Actions**

**WCSA-2022-03-03**

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

All board members concurred

Motion Carried

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

**WCSA-2022-03-04**

A motion was made by Gary Coupe, and was seconded by Sean Mendise, 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**

**WCSA-2022-03-05**

A motion was made by Jacqueline Grimm, and was seconded by Gary Coupe, 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**

**WCSA-2022-03-06**

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

**WCSA-2022-03-07**

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, 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**

Jerry Hilinski, Theresa Smith, Gary Coupe, Jacqueline Grimm and Sean Mendise acknowledged they reviewed the Superintendent Residency Verification Report.

**XV. Sponsor Update**

Joe Calinger provided board members with the monthly sponsor report

**XVI. Public Comment**

No report.

**New Business**

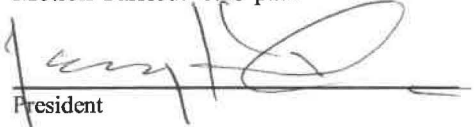
No report.

**Adjourn**

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, to adjourn.

All board members concurred

Motion Carried: 6:13 p.m.

  
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President

  
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Secretary