

Constellation Schools: Elyria Community
Board Meeting Minutes
Thursday, April 21, 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, Bert Butts and Michele Norman.

School Staff present: Brian Belmont

ACCEL Schools LLC present: Chad Carr, Sarah O'Bryan, Mary Beth Oko, Debbie Piazza, Christine Garten, Brittney Lester, Jillian Lukich, Julia Howerton, 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 – March 24, 2022

EC-2022-04-01

A motion was made by Leo Tischer, and was seconded by John Noga, approving the minutes of March 24, 2022 as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2021/2022 is 368. Re-enrollment for 2022/2023 is 320.

V. Committee Reports

The LPDC April 6, 2022 Minutes were made available to the board members.

VI. Education Services

Education Program Coordinator

No report.

Curriculum & Instruction Program Coordinator

Christine Garten requested board approval for My World Interactive Curriculum and Interactive Science for the 2022-2023 School Year.

My World Interactive Curriculum

EC-2022-04-02

A motion was made by Leo Tischer, and was seconded by Michele Norman, approving My World Interactive Curriculum for the 2022-2023 School Year as presented (see attached).

All board members concurred

Motion Carried

Interactive Science Curriculum

EC-2022-04-03

A motion was made by Bert Butts, and was seconded by John Noga, approving Interactive Science Curriculum for the 2022-2023 School Year as presented (see attached).

All board members concurred

Motion Carried

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

Nursing Services Report was made available to the board members.

VIII. Technology Report

No report.

IX. Human Resources Report

Sarah O'Bryan requested board approval to ratify Personnel Actions for Employee Contracts for the 2022/2023 School Year. Board approval was requested for New Policy 3.3190 Tuition Reimbursement Policy. Appendix 3.3190-A Tuition Reimbursement Pre-Approval Form was for information only.

Approval to Ratify Employee Contracts for 2022/2023 School Year

EC-2022-04-04

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving ratifying the Personnel Actions for Employee Contracts for the 2022-2023 School Year, as presented (see attached).

All board members concurred

Motion Carried

New Policy 3.3190 Tuition Reimbursement Policy

EC-2022-04-05

A motion was made by Jerry Bednar, and was seconded by John Noga, approving New Policy 3.3190 Tuition Reimbursement Policy, 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

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

March, 2022 Financial Reports

EC-2022-04-06

A motion was made by Bert Butts, and was seconded by John Noga, approving the March, 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

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

Michele Norman acknowledged she reviewed the Superintendent Residency Verification Report from the March, 24, 2022 Board Meeting.

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, April, 2022

General Updates:

The monthly Sponsor Update newsletter from the ESCLEW was emailed on April 1, 2022. Highlights included:

- The Five-Year Forecast is due in Epicenter by April 30, 2022. Meeting minutes/or resolution are not required to be submitted with the task but is required to be board approved prior to submission.
- 11.6 Governing Authority Goals are required to be completed by June 30, 2022. The school(s) will be evaluated on all goals for 21-22, and results will be reported out on the Annual Evaluation this fall.
- Sunshine Laws requirement for all governing authority members is also due by June 30, 2022.
- Optional Finance Workshop will be held through the ESC of Lake Erie West on May 4, 2022 through virtual format. An email invitation was sent out to register.
- June 30, 2022 is the last month that governing authority meetings are permitted to be conducted virtually. If any changes are made to the legislations, the ESCLEW will notify all governing authority members

During the March site visits, I had the opportunity to observe the classrooms. All classrooms were following their education plan. This month's site visits consist of a Special Education file review.

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.

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, and have had two board members visit the school and participate in a sponsor visit. As long as you continue to have quorum at 11 of 12 regularly-scheduled Board meetings you will meet your goal in its entirety.

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

No report.

New Business

No report.

Adjourn

A motion was made by Bert Butts, and was seconded by Leo Tischer, to adjourn.

All board members concurred

Motion Carried: 6:15 p.m.



President



Secretary