

Constellation Schools: Old Brooklyn Community Elementary  
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: Cherie Kaiser

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**

**OBCE-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 241. Re-enrollment for 2022/2023 is 204.

**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**

**OBCE-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**

**OBCE-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**

**OBCE-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**

**OBCE-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**

**OBCE-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.

95% of all scheduled board meetings will have a quorum. (If a quorum is not available, the meeting will be rescheduled) you are currently at 100%)

**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.

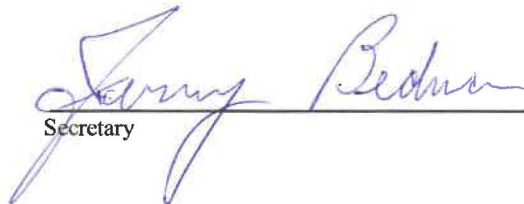
All board members concurred

Motion Carried: 6:15 p.m.




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President




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Secretary