

Constellation Schools: Westpark 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: Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer and Thomas Bonner.

School Staff present: Jason Wilson

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

WCE-2022-04-01

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, 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 221. Re-enrollment for 2022/2023 is 169.

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

WCE-2022-04-02

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving My World Interactive Curriculum for the 2022-2023 School Year as presented (see attached).

All board members concurred

Motion Carried

Interactive Science Curriculum

WCE-2022-04-03

A motion was made by Thomas Bonner, and was seconded by Bogusia Chmielewski, 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 to ratify Crisis Response Stipends. 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

WCE-2022-04-04

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving ratifying the Personnel Actions for Employee Contracts for the 2022-2023 School Year, as presented (see attached).

All board members concurred

Motion Carried

Approval to Ratify Crisis Response Stipends

WCE-2022-04-05

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving to ratify the Crisis Response Stipends, as presented (see attached).

All board members concurred

Motion Carried

New Policy 3.3190 Tuition Reimbursement Policy

WCE-2022-04-06

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

WCE-2022-04-07

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

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, 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.

1. All board members will visit Westpark Community Elementary at least one time during the 2021-2022 school year

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

Making Progress

XVI. Public Comment

No report.

New Business

No report.

Adjourn

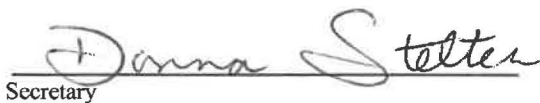
A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, to adjourn.

All board members concurred

Motion Carried: 6:15 p.m.



President



Secretary