

Constellation Schools: Parma Community
Board Meeting Minutes
Thursday, May 19, 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, and Leo Tischer. Absent: Bert Butts and Michele Norman.

School Staff present: Bob Klinar, Bill Bogan, Ciara Gaspar, Jade Woodson, Todd Luecke, Eric Butler and David Kassel.

ACCEL Schools LLC present: Chad Carr, Sarah O’Bryan, Mary Beth Oko, Debbie Piazza, Christine Garten, Jillian Lukich, Julia Howerton, Laura Lukich, Brian Preseren, and Garrick Lukich.

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 – April 21, 2022

PC-2022-05-01

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the minutes of April 21, 2022 as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2021/2022 is 1,126. Re-enrollment for 2022/2023 is 952.

Acceptance of Donations

PC-2022-05-02

A motion was made by John Noga, and was seconded by Leo Tischer, accepting the donations, as presented.

All board members concurred

Motion Carried

Approval of Field Trips

PC-2022-05-03

A motion was made by Jerry Bednar, and was seconded by John Noga, approving the field trips, as presented.

All board members concurred

Motion Carried

V. Committee Reports

The LPDC May 19, 2022 Minutes were made available to the board members.

The Wellness Committee May 17, 2022 Minutes were made available to the board members.

VI. Education Services

Education Program Coordinator

Debbie Piazza requested board approval for a Tutoring Request. Board approval was requested for a Supplemental Request. Board approval was requested for a Summer School Supplemental.

Tutoring Request

PC-2022-05-04

A motion was made by Leo Tischer, and was seconded by John Noga, approving the Tutoring Request, as presented.

All board members concurred

Motion Carried

Supplemental Request

PC-2022-05-05

A motion was made by Jerry Bednar, and was seconded by Leo Tischer approving the Supplemental Request, as presented.

All board members concurred

Motion Carried

Summer School Supplemental Request

PC-2022-05-06

A motion was made by John Noga, and was seconded by Leo Tischer approving the Summer School Supplemental Request, as presented.

All board members concurred

Motion Carried

Curriculum & Instruction Program Coordinator

No report.

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 a Personnel Action for the Building Leader Contracts for 2022/2023 School Year. Board approval was requested for Personnel Actions. Board approval was requested for the Health Insurance and Benefits Renewal for 2022-2023 allowing the Board President to sign the Memorandum of Understanding once drafted by Board Council.

Approval to Ratify Personnel Actions for Building Leader Contracts for 2022/2023 School Year

PC-2022-05-07

A motion was made by John Noga, and was seconded by Leo Tischer, approving to ratify the Personnel Actions for the Building Leader Contracts for the 2022/2023 School Year, as presented (see attached).

All board members concurred

Motion Carried

Personnel Actions

PC-2022-05-08

A motion was made by Jerry Bednar, and was seconded by John Noga, approving the Personnel Actions, as presented (see attached).

All board members concurred

Motion Carried

Resolution – Health Insurance and Benefits Renewal for 2022/2023 Allowing the Board President to sign the Memorandum of Understanding once drafted by Board Council

PC-2022-05-09

A motion was made by Jerry Bednar, and was seconded by Leo Tischer, approving the Health Insurance and Benefits Renewal for 2022/2023 and to allow the Board President to sign the Memorandum of Understanding once drafted by Board Council, 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 April, 2022 Financial Reports. Board approval was requested for the updated 2022 Five Year Forecast which includes the FY23 Projection.

April, 2022 Financial Reports

PC-2022-05-10

A motion was made by John Noga, and was seconded by Leo Tischer, approving the April, 2022 Financial Reports, as presented (see attached).

All board members concurred

Motion Carried

Updated 2022 Five Year Forecast (Includes FY23 Projection)

PC-2022-05-11

A motion was made by Leo Tischer, and was seconded by John Noga, approving the Updated 2022 Five Year Forecast (Includes FY23 Projection), 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. Board approval was requested for New Policy 3.2550 Non-Bachelor's Substitute Teachers for 2021-2022 School Year Only. Board approval was requested for Revised Policy 1.4060 Public Participation at Meetings; Revised Policy 2.1090.1 Title IX Grievance Procedure; Revised Policy 2.2040.4 Student Assessment and Academic Prevention Intervention Services; Revised Policy 2.2110 College Credit Plus – Advanced Standing Program; Revised Policy 3.5020 Performance Evaluation of Staff (“OTES 2.0”); Revised Policy 4.2020.1 Anti-Harassment, Intimidation, and Bullying Policy; Revised Policy 4.2020.2 Anti-Hazing Policy; Revised Policy 4.2070.1 Military Recruitment and Student Privacy; Revised Policy 5.1250 Positive Behavioral Interventions and Supports, Seclusion, and Restraint; Revised Policy 5.2290 School Emergency Management Plan; Revised Policy 5.2320 Student Suicide; Revised Policy 5.4010 Food Service; and Revised Policy 7.8060 Staff Reimbursement. Board approval was requested for a Contract Modification with the Educational Service Center of Lake Erie West.

Acknowledgment of Superintendent Residency Verification Report

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

New Policy 3.2550 Non-Bachelor's Substitute Teachers for 2021-2022 School Year Only

PC-2022-05-12

A motion was made by John Noga, and was seconded by Leo Tischer, approving New Policy 3.2550 Non-Bachelor's Substitute Teachers for 2021-2022 School Year Only, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 1.4060 Public Participation at Meetings

PC-2022-05-13

A motion was made by Jerry Bednar, and was seconded by John Noga, approving Revised Policy 1.4060 Public Participation at Meetings, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 2.1090.1 Title IX Grievance Procedure **PC-2022-05-14**

A motion was made by John Noga, and was seconded by Jerry Bednar, approving Revised Policy 2.1090.1 Title IX Grievance Procedure, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 2.2040.4 Student Assessment and Academic Prevention Intervention Services **PC-2022-05-15**

A motion was made by Leo Tischer, and was seconded by John Noga, approving Revised Policy 2.2040.4 Student Assessment and Academic Prevention Intervention Services, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 2.2110 College Credit Plus – Advanced Standing Program **PC-2022-05-16**

A motion was made by Jerry Bednar, and was seconded by John Noga, approving Revised Policy 2.2110 College Credit Plus – Advanced Standing Program, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 3.5020 Performance Evaluation of Staff (“OTES 2.0”) **PC-2022-05-17**

A motion was made by John Noga, and was seconded by Leo Tischer, approving Revised Policy 3.5020 Performance Evaluation of Staff (“OTES 2.0”), as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 4.2020.1 Anti-Harassment, Intimidation, and Bullying Policy **PC-2022-05-18**

A motion was made by Jerry Bednar, and was seconded by Leo Tischer, approving Revised Policy 4.2020.1 Anti-Harassment, Intimidation, and Bullying Policy, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 4.2020.2 Anti-Hazing Policy **PC-2022-05-19**

A motion was made by John Noga, and was seconded by Leo Tischer, approving Revised Policy 4.2020.2 Anti-Hazing Policy, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 4.2070.1 Military Recruitment and Student Privacy **PC-2022-05-20**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving Revised Policy 4.2070.1 Military Recruitment and Student Privacy, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 5.1250 Positive Behavioral Interventions and Supports, Seclusion, And Restraint **PC-2022-05-21**

A motion was made by John Noga, and was seconded by Jerry Bednar, approving Revised Policy 5.1250 Positive Behavioral Interventions and Supports, Seclusion, and Restraint, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 5.2290 School Emergency Management Plan **PC-2022-05-22**

A motion was made by Jerry Bednar, and was seconded by John Noga, approving Revised Policy 5.2290 School Emergency Management Plan, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 5.2320 Student Suicide

PC-2022-05-23

A motion was made by Leo Tischer, and was seconded by John Noga, approving Revised Policy 5.2320 Student Suicide, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 5.4010 Food Service

PC-2022-05-24

A motion was made by John Noga, and was seconded by Leo Tischer, approving Revised Policy 5.4010 Food Service, as presented (see attached).

All board members concurred

Motion Carried

Revised Policy 7.8060 Staff Reimbursement

PC-2022-05-25

A motion was made by Jerry Bednar was seconded by Leo Tischer, approving Revised Policy 7.8060 Staff Reimbursement, as presented (see attached).

All board members concurred

Motion Carried

Contract Modification No. 5 with the Educational Service Center of Lake Erie West

PC-2021-05-26

A motion was made by Jerry Bednar, and was seconded by Leo Tischer, approving Contract Modification No.5 with the Educational Service Center of Lake Erie West, as presented (see attached)

All board members concurred

Motion Carried

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, May, 2022

General Updates:

- All community schools who have a blended learning declaration on file for the duration of the school year will be required to complete the data collection worksheet regardless if the blended learning model was implemented or not and sign the ESCLEW blended learning declaration form confirming the ceasing of the declaration and return to the ESCLEW Team Leader of Academics, Kristi Hayward, at khayward@eslakeeriewest.org by June 30, 2022.
- Community schools are required to complete at least one emergency drill per month as long as students are in the building. If students are in the building just two days into the month of June, an emergency drill is required by law to be completed.

All of the April site visits were completed. The special education files that were reviewed were marked complaint. During the May site visit we will be discussing the year as a whole in order to collect FY22 data to be included in the annual evaluation of the school.

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.

Currently you have you satisfied # 1, and # 3.

Members of the Board will collectively participate in at least 3 of the following activities:

1. Visit the school or observe a series of virtual lessons while classes are in session;
2. Attend a school event or participate in a virtual school event (I.e. field trip, professional development, graduation, promotion, opening convocation, motivational speaker);
3. Attend in person, virtually, or conference call a sponsor visit to the school;

4. Serve on a committee related to the school (I.e. professional development, LPDC, finance, scholarship, golf event, holiday committee);
5. Attend in person or virtually a regional, state, or national conference related to school choice or charter schools (I.e. National Charter School conference)

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

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 Leo Tischer, and was seconded by John Noga, to adjourn.
All board members concurred
Motion Carried: 6:24 p.m.



President



Secretary