

Constellation Schools: Westpark Community Middle  
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: James Tortelli, Greg Kozarik, Deborah Callen, Laurene Perkins and Joseph Sgro.

School Staff present: Deborah Rotolo

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: 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 – April 21, 2022**

**WCM-2022-05-01**

A motion was made by Laurene Perkins, and was seconded by Greg Kozarik, 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 186. Re-enrollment for 2022/2023 is 146.

**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**

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.

**Support Services Program Coordinator**

Jillian Lukich requested board approval for KidsLink Neurobehavioral Center, Inc. Invoice.

**KidsLink Neurobehavioral Center, Inc. Invoice**

**WCM-2022-05-02**

A motion was made by Greg Kozarik, and was seconded by James Tortelli, approving the KidsLink Neurobehavioral Center, Inc. Invoice, as presented.

All board members concurred

Motion Carried

**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 Contract 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. Resignations and Separations were for information only.

#### **Approval to Ratify Personnel Action for Building Leader Contract for 2022/2023 School Year**

**WCM-2022-05-03**

A motion was made by Greg Kozarik, and was seconded by James Tortelli, approving to ratify the Personnel Action for the Building Leader Contract for 2022/2023 School Year, as presented (see attached).

All board members concurred

Motion Carried

#### **Personnel Actions**

**WCM-2022-05-04**

A motion was made by Greg Kozarik, and was seconded by Joseph Sgro, 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**

**WCM-2022-05-05**

A motion was made by Greg Kozarik, and was seconded by James Tortelli, 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. Board approval was requested for the Facility Leases for 2023.

#### **April, 2022 Financial Reports**

**WCM-2022-05-06**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, approving the April, 2022 Financial Reports, as presented (see attached).

All board members concurred

Motion Carried

#### **Updated 2022 Five Year Forecast (Includes FY23 Projection)**

**WCM-2022-05-07**

A motion was made by Greg Kozarik, and was seconded by Joseph Sgro, approving the Updated 2022 Five Year Forecast (Includes FY23 Projection), as presented (see attached).

All board members concurred

Motion Carried

**Facility Lease - Fifteenth Addendum to Original Lease****WCM-2022-05-08**

A motion was made by Greg Kozarik, and was seconded by Joseph Sgro, approving the Resolution for the Fifteenth Addendum to the Original Lease whereas Constellation Schools: Westpark Community Middle is to pay a monthly rental amount of \$19,791.67 to Constellation Schools: Westpark Community Elementary effective July 1, 2022 through June 30, 2023, 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 Contract Modifications with Buckeye Community Hope Foundation.

**Acknowledgment of Superintendent Residency Verification Report**

James Tortelli, Greg Kozarik, Deborah Callen, Laurene Perkins and Joseph Sgro acknowledged they reviewed the Superintendent Residency Verification Report.

**New Policy 3.2550 Non-Bachelor's Substitute Teachers for 2021-2022 School Year Only** **WCM-2022-05-09**

A motion was made by Deborah Callen, and was seconded by Greg Kozarik, 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****WCM-2022-05-10**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, 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****WCM-2022-05-11**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, 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****WCM-2022-05-12**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, 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****WCM-2022-05-13**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, 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")**

**WCM-2022-05-14**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, 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**

**WCM-2022-05-15**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, 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**

**WCM-2022-05-16**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, 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**

**WCM-2022-05-17**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, 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**

**WCM-2022-05-18**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, 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**

**WCM-2022-05-19**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, 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**

**WCM-2022-05-20**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, approving Revised Policy 5.2320 Student Suicide, as presented (see attached).

All board members concurred

Motion Carried

**Revised Policy 5.4010 Food Service**

**WCM-2022-05-21**

A motion was made by Laurene Perkins, and was seconded by Joseph Sgro, approving Revised Policy 5.4010 Food Service, as presented (see attached).

All board members concurred

Motion Carried

**Revised Policy 7.8060 Staff Reimbursement**

**WCM-2022-05-22**

A motion was made by Laurene Perkins was seconded by Joseph Sgro, approving Revised Policy 7.8060 Staff Reimbursement, as presented (see attached).

All board members concurred

Motion Carried

**Contract Modifications with the Buckeye Community Hope Foundation**

**WCM-2021-05-23**

A motion was made by Joseph Sgro, and was seconded by Greg Kozarik, approving the Contract Modifications with Buckeye Community Hope Foundation, as presented (see attached).

All board members concurred

Motion Carried

**XV. Sponsor Update**

Board members received the monthly board report from Joe Calinger.

**XVI. Public Comment**

No report.

**New Business**

No report.

**Adjourn**

A motion was made by Greg Kozarik, and was seconded by Laurene Perkins, to adjourn.

All board members concurred

Motion Carried: 6:24 p.m.



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President



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Secretary