

Constellation Schools: Westside Community School of the Arts  
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: Jerry Hilinski, Gary Coupe and Theresa Smith. Absent: Jacqueline Grimm and Sean Mendise.

School Staff present: Howard Waugaman and Anna Deitsch

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**

**WCSA-2022-05-01**

A motion was made by Gary Coupe, and was seconded by Theresa Smith, 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 183. Re-enrollment for 2022/2023 is 133.

**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**

No report.

**School Nurse Program Coordinator**

Nursing Services Report was made available to the board members.

**VIII. Technology Report**

Laura Lukich requested board approval for Replacement Battery Backups.

**Replacement Battery Backups**

**WCSA-2022-05-02**

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, approving the Replacement Battery Backups, as presented (see attached).  
All board members concurred  
Motion Carried

**IX. Human Resources Report**

Sarah O’Bryan requested board approval to ratify Personnel Action for the Building Leader Contracts for 2022/2023 School Year. Board approval was requested to ratify the Crisis Response Stipends. 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 Action for the Building Leader Contracts for 2022/2023 School Year**

**WCSA-2022-05-03**

A motion was made by Gary Coupe, and was seconded by Theresa Smith, approving to ratify the Personnel Actions for the Building Leader Contracts for 2022/2023 School Year, as presented (see attached).  
All board members concurred  
Motion Carried

**Approval to Ratify Crisis Response Stipends**

**WCSA-2022-05-04**

A motion was made by Theresa Smith, and was seconded by Gary Coupe, approving to ratify the Crisis Response Stipends, 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**

**WCSA-2022-05-05**

A motion was made by Gary Coupe, and was seconded by Theresa Smith, 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**

**WCSA-2022-05-06**

A motion was made by Theresa Smith, and was seconded by Gary Coupe, approving the April, 2022 Financial Reports, as presented (see attached).  
All board members concurred  
Motion Carried

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

**WCSA-2022-05-07**

A motion was made by Jerry Hilinski, and was seconded by Theresa Smith, 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 Contract Modifications with Buckeye Community Hope Foundation.

**Acknowledgment of Superintendent Residency Verification Report**

Jerry Hilinski, Gary Coupe and Theresa Smith acknowledged they reviewed the Superintendent Residency Verification Report.

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

**WCSA-2022-05-08**

A motion was made by Theresa Smith, and was seconded by Gary Coupe, 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**

**WCSA-2022-05-09**

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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**

**WCSA-2022-05-10**

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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**

**WCSA-2022-05-11**

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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**

**WCSA-2022-05-12**

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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”)** **WCSA-2022-05-13**  
A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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** **WCSA-2022-05-14**  
A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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** **WCSA-2022-05-15**  
A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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** **WCSA-2022-05-16**  
A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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** **WCSA-2022-05-17**  
A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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** **WCSA-2022-05-18**  
A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, 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** **WCSA-2022-05-19**  
A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, approving Revised Policy 5.2320 Student Suicide, as presented (see attached).  
All board members concurred  
Motion Carried

**Revised Policy 5.4010 Food Service** **WCSA-2022-05-20**  
A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, approving Revised Policy 5.4010 Food Service, as presented (see attached).  
All board members concurred  
Motion Carried

**Revised Policy 7.8060 Staff Reimbursement** **WCSA-2022-05-21**  
A motion was made by Gary Coupe was seconded by Jerry Hilinski, 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**

**WCSA-2021-05-22**

A motion was made by Jerry Hilinski, and was seconded by Theresa Smith, 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**

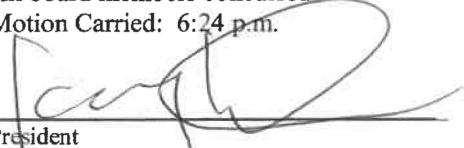
No report.

**Adjourn**

A motion was made by Gary Coupe, and was seconded by Theresa Smith, to adjourn.

All board members concurred

Motion Carried: 6:24 p.m.

  
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President

  
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Secretary