

Constellation Schools: Westpark Community Elementary  
Board Meeting Minutes  
Thursday, August 18, 2022  
Constellation Schools – Administrative Offices, Parma, Ohio

**I. Roll Call**

Sarah O’Bryan called the meeting to order at 6:05 p.m. with the following members present: Charles Ledger, Bogusia Chmielewski, Rodney Spencer and Thomas Bonner. Absent Donna Stelter.

School Staff present: Jason Wilson

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

Sponsor representative: Joyce Lewis

Financial Services: Dave Massa

**II. Adoption of Agenda**

The agenda was adopted as presented.

**III. Approval of Minutes**

**Approval of Minutes – July 21, 2022.**

**WCE-2022-08-01**

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, approving the minutes of July 21, 2022, as presented.

All board members concurred

Motion Carried

**IV. Principal Report**

Enrollment for school year 2022/2023 is 227.

**V. Committee Reports**

No report.

**VI. Education Services**

**Education Program Coordinator**

Debbie Piazza requested board approval for Supplemental Request for School Year 2022-2023.

**Supplemental Request for SY 2022-2023**

**WCE-2022-08-02**

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, approving the Supplemental Request for 2022-2023 School Year, as presented (see attached).

All board members concurred

Motion Carried

**Curriculum & Instruction Program Coordinator**

No report.

**VII. Student Services**

**Special Education Program Coordinator**

No report.

**Support Services Program Coordinator**

No report.

**School Nurse Program Coordinator**

The nursing report was made available to the Board Members.

**VIII. Technology Report**

No report.

**IX. Human Resources Report**

Sarah O'Bryan requested board approval for Personnel Actions for the 2022-2023 School Year.

**Personnel Actions for the 2022/2023 School Year**

**WCE-2022-08-03**

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, approving the Personnel Actions for the 2022/2023 school year, 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**

No report.

**XIII. Treasurer Report**

Dave Massa requested board approval for the July 2022 Financial Reports.

**July 2022 Financial Reports**

**WCE-2022-08-04**

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, approving the July 2022 Financial Reports, as presented (see attached).

All board members concurred

Motion Carried

**XIV. Superintendent Report**

Sarah O'Bryan requested that the board members acknowledge they reviewed the Superintendent Residency Verification Report. Board approval was requested to rescind Policy 5.1010.1 COVID-19 Modifications. Board approval was requested for Revised Policy 5.1070.1 Use of Face Masks/Coverings. Board approval was requested for EMIS Staffing for Fiscal Year 2023.

**Acknowledgment of Superintendent Residency Verification Report**

Charles Ledger, Bogusia Chmielewski, Rodney Spencer and Thomas Bonner acknowledged they reviewed the Superintendent Residency Verification Report.

**Rescind Policy 5.1010.1 COVID-19 Modifications**

**WCE-2022-08-05**

A motion was made by Thomas Bonner, and was seconded by Rodney Spencer, approving to Rescind Policy 5.1010.1 COVID-19 Modifications, as presented (see attached).

All board members concurred

Motion Carried

**Revised Policy 5.1070.1 Use of Face Masks/Coverings**

**WCE-2022-08-06**

A motion was made by Rodney Spencer and was seconded by Thomas Bonner, approving Revised Policy 5.1070.1 Use of Face Masks/Coverings, as presented (see attached).

All board members concurred

Motion Carried

**EMIS Staffing for Fiscal Year 2023**

**WCE-2022-08-07**

A motion was made by Rodney Spencer and was seconded by Thomas Bonner, approving the EMIS Staffing for Fiscal Year 2023, 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: August 2022

General Updates:

The ESCLEW Governing Authority Book Club will be piloted with the focus of community school board roles and responsibilities. The ESCLEW monthly newsletter will have discussion questions as well as opportunities to meet virtually to discuss the book. This voluntary opportunity will count towards professional development hours. Please keep an eye on your email for the book announcement and more information on how to participate.

There are no formal school site visits scheduled for August. Formal site visits will begin in September. The 22-23 Master Site Visit and Epicenter Rubric will be posted online, and a copy will be shared with building leaders at the first site visit of the school year.

2022-2023 11.6 guidance workshops will be offered to building leadership teams in the next few weeks. The ESCLEW will be providing regional and on-site professional development on the development of 11.6 goals.

There are no formal site visits scheduled for August. Formal site visits will begin in September.

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.

New goals will be set in the fall of the 22-23 school year.

**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 6:24 p.m.

  
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President

  
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Secretary