

Constellation Schools: Westpark Community Elementary
Board Meeting Minutes
Thursday, September 15, 2022
Constellation Schools – Administrative Offices, Parma, Ohio

I. Roll Call

Sarah O’Bryan 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, Julia Howerton, Brian Preseren and Lisa Vinarcik.

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 – August 18, 2022.

WCE-2022-09-01

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the minutes of August 18, 2022, as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2022/2023 is 230.

Approval of Field Trips

WCE-2022-09-02

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the field trips, as presented.

All board members concurred

Motion Carried

V. Committee Reports

Resident Educator Year 1, 2, 3, and 4 August 19, 2022, Agenda/Minutes were made available to board members.

LPDC September 14, 2022, Agenda/Minutes were made available to board members.

VI. Education Services

Education Program Coordinator

No report.

Curriculum & Instruction Program Coordinator

Christine Garten requested board approval for Baldwin Wallace University School of Education Memorandum of Understanding for School Partnership for Clinical and Field Experience Placement. Board approval was requested for a Field Placement from Baldwin Wallace University.

Baldwin Wallace University School of Education Memorandum of Understanding for School Partnership for Clinical and Field Experience Placement.

WCE-2022-09-03

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, approving Baldwin Wallace University School of Education Memorandum of Understanding for School Partnership for Clinical and Field Experience Placement as presented (see attached).

All board members concurred

Motion Carried

Field Placement from Baldwin Wallace

WCE-2022-09-04

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, approving the Field Placement from Baldwin Wallace, as presented (see attached)

All board members concurred

Motion Carried

VII. Student Services

Special Education Program Coordinator

No report.

Support Services Program Coordinator

No report.

School Nurse Program Coordinator

No report.

VIII. Technology Report

No report.

IX. Human Resources Report

Resignations and Separations were for information only.

X. Facilities Manager Report

No report.

XI. Business and Safety Manager Report

Brian Preseren requested that board members acknowledge they reviewed the board policies on School Health & Safety.

Policy 5.1140 Head Lice Infestation Procedure

Policy 5.1240 Automated External Defibrillators

Policy 5.1240.1 AED and CPR Training

Policy 5.2320 Student Suicide

Policy 5.2070 Weapons on School Property, In School Vehicle or at a School Sponsored Event

Policy 5.3300 Prevention of Lead Poisoning

Policy 5.4040 Peanut or Other Food Allergies

Acknowledgment of Board Policies on School Health & Safety

Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer, and Thomas Bonner acknowledged they reviewed the Board Policies on School Health & Safety.

XII. Marketing Report

No report.

XIII. Treasurer Report

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

August 2022 Financial Report

WCE-2022-09-05

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving the August 2022 Financial Report, 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 for Revised Policy 2.1090.1 Title IX Grievance Procedure

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.

Revised Policy 2.1090.1 Title IX Grievance Procedure

WCE-2022-09-06

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, approving Revised Policy 2.1090.1 Title IX Grievance Procedure, 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: September 2022
General Updates:

Julie Kadri, Operations Team Leader, sent information on the book study that ESCLEW is offering for governing authority members. Please reach out to her if you have any questions.

In the live binder on the ESCLEW website there is information on School Safety Compliance Requirements. Access Key: safety

Formal site visits begin this month. The following items are the items that are being reviewed: Building Walk – Through, Emergency Drill Log, Fall Assessments, Master Instructional Calendar, PBIS Reading Improvement Plans, Staff Training for State Assessments, TBT Meeting Schedule / Members, Testing Calendar Review, Threat Assessment Team Members.

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

All board members concurred
Motion Carried 6:13 p.m.



President



Secretary