

Constellation Schools: Puritas Community Elementary
Board Meeting Minutes
Thursday, October 20, 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: Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer, and Thomas Bonner.

School Staff present: Victoria Marshall

ACCEL Schools LLC present: Chad Carr, Mary Beth Oko, Debbie Piazza, Christine Garten, Julia Howerton, Laura Lukich, and Garrick Lukich.

Sponsor representative: Joyce Lewis

Financial Services: Dave Massa, Massa Financial Solutions LLC

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – September 15, 2022

PTCE-2022-10-01

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, approving the minutes of September 15, 2022, as presented.

All board members concurred

Motion Carried

IV. Principal Report

Enrollment for school year 2022/2023 is 152.

V. Committee Reports

No report.

VI. Education Services

Education Program Coordinator

Debbie Piazza requested board approval for Supplemental Requests.

Supplemental Requests

PTCE-2022-10-02

A motion was made by Bogusia Chmielewski, and was seconded by Thomas Bonner, approving the Supplemental Requests, as presented (see attached).

All board members concurred

Motion Carried

Curriculum & Instruction Program Coordinator

Christine Garten requested board approval for the Reading Improvement Plan.

Reading Improvement Plan

PTCE-2022-10-03

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, approving the Reading Improvement Plan as presented (see attached).

All board members concurred

Motion Carried

VII. Student Services

Special Education Program Coordinator

Special Education Numbers were made available to the board members.

School Nurse Program Coordinator

Nursing Services Report was made available to the board members.

VIII. Technology Report

No report.

IX. Human Resources Report

Chad Carr requested board approval to ratify Personnel Actions for the 2022-2023 School Year. Board approval was requested for Referral Bonuses. Board approval was requested for Retention Bonuses.

Ratify Personnel Actions for the 2022/2023 School Year

PTCE-2022-10-04

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving to Ratify the Personnel Actions for the 2022/2023 school year, as presented (see attached).

All board members concurred

Motion Carried

Referral Bonuses

PTCE-2022-10-05

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the Referral Bonuses for the 2022/2023 school year, as presented (see attached).

All board members concurred

Motion Carried

Retention Bonuses

PTCE-2022-10-06

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving the Retention Bonuses 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

Chad Carr requested board approval for the 2021-2022 Annual Report. Chad Carr requested that the board members acknowledge they reviewed the Racial Balance Assessment

Annual Reports for 2021-2022

PTCE-2022-10-07

A motion was made by Thomas Bonner, and was seconded by Rodney Spencer, approving the Annual Reports for 2021-2022, as presented (see attached).

All board members concurred

Motion Carried

Acknowledgment of Racial Balance Assessment

Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer and Thomas Bonner acknowledged they reviewed the Racial Balance Assessment.

XIII. Treasurer Report

Dave Massa requested board approval for the September 2022 Financial Report. Board approval was requested for the FY 2023 Five Year Forecasts (Resolution) and the FY 2023 Annual Budgets and Revised FY 2023 ODE Formatted Budgets (Resolution)

September 2022 Financial Report**PTCE-2022-10-08**

A motion was made by Thomas Bonner, and was seconded by Bogusia Chmielewski, approving the September 2022 Financial Report, as presented (see attached).

All board members concurred

Motion Carried

Resolution Approving the FY2023 Five Year Forecast**PTCE-2022-10-09**

A motion was made by Thomas Bonner, and was seconded by Bogusia Chmielewski, approving the Resolution for the FY 2023 Five Year Forecast (see attached).

All board members concurred

Motion Carried

Resolution – Revised 2023 Annual Budget and Revised 2023**PTCE-2022-10-10****Annual Budget in ODE Format**

A motion was made by Thomas Bonner, and was seconded by Bogusia Chmielewski, adopting the resolution approving the Revised 2023 Annual Budget and Revised 2023 Annual Budget in ODE Format, as presented (see attached).

All board members concurred

Motion Carried

XIV. Superintendent Report

Chad Carr requested that the board members acknowledge they reviewed the Superintendent Residency Verification Report. Board approval was requested to ratify agreements with BIRCH Agency. Board approval was requested to ratify approval with Frontline Education for Exhibit A Frontline Customer Order Form. Board approval was requested to ratify the Educational Institution Staffing Agreement with Maxim Healthcare Staffing Services, Inc. Board approval was requested to ratify the SameGoal Pro Connect Quote. Board members were requested to acknowledge they discussed and reviewed the School Report Card for 2021-2022 Academic School Year. Educational Service Center of Lake Erie West will be holding a virtual board training on October 22, 2022, from 9:00 a.m. to 11:30 a.m. This was for informational purposes only.

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.

Ratify Agreements with BIRCH Agency**PTCE-2022-10-11**

A motion was made by Rodney Spencer, and was seconded by Thomas Bonner, approving to Ratify the Agreements with BIRCH Agency, as presented (see attached).

All board members concurred

Motion Carried

Ratify Approval with Frontline Education for Exhibit A Frontline Customer**PTCE-2022-10-12****Order Form**

A motion was made by Bogusia Chmielewski, and was seconded by Rodney Spencer, approving to Ratify the Exhibit A Frontline Customer Order Form with Frontline Education, as presented (see attached).

All board members concurred

Motion Carried

Ratify the Educational Institution Staffing Agreement with Maxim**PTCE-2022-10-13****Healthcare Staffing Services, Inc.**

A motion was made by Rodney Spencer, and was seconded by Bogusia Chmielewski, approving to Ratify the Education Institution Staffing Agreement with Maxim Healthcare Staffing Services, Inc. as presented (see attached).

All board members concurred

Motion Carried

Ratify the SameGoal Pro Connect Quote

PTCE-2022-10-14

A motion was made by Thomas Bonner, and was seconded by Bogusia Chmielewski, approving to Ratify the SameGoal Pro Connect Quote, as presented (see attached).

All board members concurred

Motion Carried

Acknowledgment of the School Report Card for 2021-2022 Academic School Year

Charles Ledger, Bogusia Chmielewski, Donna Stelter, Rodney Spencer and Thomas Bonner acknowledged they reviewed the School Report Card for the 2021-2022 Academic School Year.

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: October 2022

General Updates:

The ESCLEW will be offering a virtual Sunshine Laws and Open Meeting training with our attorney, Adam Shira, on October 22nd from 9:00-11:30am that will meet the yearly requirement for all board members. An email was sent out for registration information.

The school's Local Report Card data has been released by the ODE. You will notice many changes including a change from letter grades to stars (3 stars=proficiency).

This year's contract 11.6 goal template has been released and the school will be required to complete new goals for this year, including a new board goal. Professional Learning sessions will be offered by the ESCLEW to support the understanding and creation of these goals. The due date for goal submission will be Friday, November 4th.

Kurt Aey, the director of ESCLEW Community Schools sent an email containing the school's Annual Performance Report. The report summarizes the school's academic performance, legal compliance, financial health and sustainability, and organizational and operational performance according to the most recent data available for the year in review. You will also see within this report how your school has performed as compared to previous years in the current term of the contract. The Annual Performance Report also provides an overview of your school's enrollment demographics for the 2021-2022 school year. The ESC of Lake Erie West is committed to promoting high-quality education for public school students in Ohio. This Annual Performance Report is produced in order to:

Provide timely information to the community school on its performance relative to the standards and expectations established by applicable federal and state law and the charter contract.

Identify the school's strengths and any areas needing improvement.

Provide information that enables the community and the public to understand the school's performance, including its fulfillment of public obligations.

The September Site Visit included a review of: Monthly and yearly Safety and Emergency Drills, PBIS, Reading Improvement Plans, Fall Benchmark Testing Progress and Results, Ohio State Test Training, Yearly Testing Calendar, Threat Assessment Teams, Master Instructional Calendar and TBT Meetings. A building walkthrough was completed with no safety hazards to report.

At the October Site Visit we will be conducting a classroom observation in Math and Reading to ensure the school is following their Education Plans and that they are up to date. We will also review current student enrollment, the Emergency Drill Log, Fall Assessments, Kindergarten Readiness Assessments, the Resident Educator Program, Teacher and Administration Evaluation Process, Third Grade State Testing and 11.6 Performance Framework Goal Setting.

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

Charles Ledger requested a presentation on Classroom DoJo at the November board meeting.

Adjourn

A motion was made by Rodney Spencer and was seconded by Bogusia Chmielewski, to adjourn.

All board members concurred

Motion Carried 6:45 p.m.



President



Secretary