

Constellation Schools: Puritas Community Middle  
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: Jerry Hilinski, Gary Coupe, Jacqueline Grimm, Diane Longstreth and Sean Mendise.

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: Joe Calinger

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**

**PTCM-2022-10-01**

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, 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 125.

**V. Committee Reports**

No report.

**VI. Education Services**

**Education Program Coordinator**

Debbie Piazza requested board approval for Supplemental Requests

**Supplemental Requests**

**PTCM-2022-10-02**

A motion was made by Jacqueline Grimm, and was seconded by Sean Mendise, approving the Supplemental Requests, as presented (see attached).

All board members concurred

Motion Carried

**Curriculum & Instruction Program Coordinator**

No report.

**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 SY 2022-2023. Board approval was requested for a Sign-On Bonus. Board approval was requested for Retention Bonuses.

**Ratify Personnel Actions for SY 2022-2023**

**PTCM-2022-10-03**

A motion was made by Diane Longstreth, and was seconded by Sean Mendise, approving to Ratify Personnel Actions for SY 2022-2023 as presented (see attached).

All board members concurred  
Motion Carried

**Sign-On Bonus**

**PTCM-2022-10-04**

A motion was made by Diane Longstreth, and was seconded by Gary Coupe, approving the Sign-On Bonus, as presented (see attached).

All board members concurred  
Motion Carried

**Retention Bonuses**

**PTCM-2022-10-05**

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

**PTCM-2022-10-06**

A motion was made by Jacqueline Grimm, and was seconded by Diane Longstreth, approving the Annual Reports for 2021-2022, as presented (see attached).

All board members concurred  
Motion Carried

**Acknowledgment of Racial Balance Assessment**

Jerry Hilinski, Gary Coupe, Jacqueline Grimm, Diane Longstreth and Sean Mendise 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**

**PTCM-2022-10-07**

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, approving the September 2022 Financial Report, as presented (see attached).

All board members concurred  
Motion Carried

**Resolution Approving the FY2023 Five Year Forecast**

**PTCM-2022-10-08**

A motion was made by Diane Longstreth, and was seconded by Sean Mendise, 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**

**Annual Budget in ODE Format**

**PTCM-2022-10-09**

A motion was made by Seam Mendise, and was seconded by Jerry Hilinski, 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 approval with BIRCH Agency for Agreements. 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. Buckeye Community Hope Foundation West will be holding a virtual board training on November 5, 2022, from 8:45 a.m. to 12:30 p.m.

**Acknowledgment of Superintendent Residency Verification Report**

Jerry Hilinski, Gary Coupe, Jacqueline Grimm, Diane Longstreth and Sean Mendise acknowledged they reviewed the Superintendent Residency Verification Report.

**Ratify Approval with BIRCH Agency for Agreements**

**PTCM-2022-10-10**

A motion was made by Sean Mendise, and was seconded by Gary Coupe, 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 Order Form**

**PTCM-2022-10-11**

A motion was made by Diane Longstreth, and was seconded by Jacqueline Grimm, 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 Healthcare Staffing Services, Inc.**

**PTCM-2022-10-12**

A motion was made by Sean Mendise, and was seconded by Diane Longstreth, 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**

**PTCM-2022-10-13**

A motion was made by Diane Longstreth, and was seconded by Gary Coupe, 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**

Jerry Hilinski, Gary Coupe, Jacqueline Grimm, Diane Longstreth, and Sean Mendise acknowledged they reviewed the School Report Card for the 2021-2022 Academic School Year.

**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 Sean Mendise, to adjourn.

All board members concurred

Motion Carried 6:45 p.m.

  
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President

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Secretary