

Constellation Schools: Elyria Community  
Board Meeting Minutes  
Thursday, November 17, 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: John Noga, Jerry Bednar, and Bert Butts. Absent: Michele Norman and Leo Tischer.

School Staff present: None

ACCEL Schools LLC present: Chad Carr, Sarah O'Bryan, Mary Beth Oko, Debbie Piazza, Christine Garten, Kate Craft, Julia Howerton, Laura Lukich, Garrick Lukich, and Brian Preseren

Sponsor representative: Joyce Lewis

Financial Services: None

Christine Garten, Curriculum, and Instruction Program Coordinator gave a presentation on Class DoJo.

**II. Adoption of Agenda**

The agenda was adopted as presented.

**III. Approval of Minutes**

**Approval of Minutes – October 20, 2022**

**EC-2022-11-01**

A motion was made by Jerry Bednar, and was seconded by John Noga, approving the minutes of October 20, 2022, as presented.

All board members concurred

Motion Carried

**IV. Principal Report**

Enrollment for school year 2022/2023 is 389.

**V. Committee Reports**

The LPDC November 15, 2022, Agenda/Minutes were made available to the board members.

**VI. Education Services**

**Education Program Coordinator**

No report.

**Curriculum & Instruction Program Coordinator**

Christine Garten requested board approval for the Reading Improvement Plan.

**Reading Improvement Plan**

**EC-2022-11-02**

A motion was made by Bert Butts, and was seconded by John Noga, 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**

The Nursing Services Report was made available to the board members.

**VIII. Technology Report**

No report.

**IX. Human Resources Report**

Sarah O'Bryan requested board approval to ratify Personnel Actions for SY 2022-2023. Board approval was requested for an Enrollment Incentive Bonus

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

**EC-2022-11-03**

A motion was made by John Noga, and was seconded by Bert Butts, approving Ratifying the Personnel Actions for the 2022/2023 school year, as presented (see attached).

All board members concurred

Motion Carried

**Enrollment Incentive Bonus**

**EC-2022-11-04**

A motion was made by John Noga, and was seconded by Jerry Bednar, approving the Enrollment Incentive Bonus, as presented (see attached).

All board members concurred

Motion Carried

**X. Facilities Manager Report**

Garrick Lukich requested board approval for the Snowplow Management Contract.

**Snowplow Management Contract**

**EC-2022-11-05**

A motion was made by Bert Butts, and was seconded by Jerry Bednar, approving the Snowplow Management Contract, as presented (see attached).

All board members concurred

Motion Carried

**XI. Business and Safety Manager Report**

No report.

**XII. Marketing Report**

No report.

**XIII. Treasurer Report**

Sarah O'Bryan requested board approval for the October 2022 Financial Report.

**October 2022 Financial Report**

**EC-2022-11-06**

A motion was made by Bert Butts, and was seconded by John Noga, approving the October 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 to readopt Policy 2.2120 Career Advising and Student Success Plans. Board approval was requested for the Revised 2022/2023 School Calendar. Board approval was requested for the Fall Contract Modifications with the Educational Services Center of Lake Erie West. Board approval was requested for the 2022/2023 Parent/Student Handbook. Board approval was requested to ratify the ADP Data Bridge Agreement. Board approval was requested to ratify Fiscal 2022 and 2023 Technology Support Service Agreement. Sarah reminded board members that there is no December board meeting

**Acknowledgment of Superintendent Residency Verification Report**

John Noga, Jerry Bednar, Bert Butts acknowledged they reviewed the Superintendent Residency Verification Report.

**Readopt Policy 2.2120 Career Advising and Student Success Plans**

**EC-2022-11-07**

A motion was made by John Noga, and was seconded by Bert Butts, readopting Policy 2.2120 Career Advising and Student Success Plans, as presented (see attached).

All board members concurred

Motion Carried

**Revised 2022/2023 School Calendar**

**EC-2022-11-08**

A motion was made by Jerry Bednar, and was seconded by John Noga, approving the Revised 2022/2023 School Calendar, as presented (see attached).

All board members concurred

Motion Carried

**Fall Contract Modification #6 with the Educational Service Center of Lake Erie West**

**EC-2022-11-09**

A motion was made by John Noga, and was seconded by Bert Butts, approving the Fall Contract Modification #6 with the Educational Service Center of Lake Erie West, as presented (see attached).

All board members concurred

Motion Carried

**2022/2023 Parent/Student Handbook**

**EC-2022-11-10**

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving the 2022/2023 Parent/Student Handbook, as presented (see attached).

All board members concurred

Motion Carried

**Ratify Approval for the ADP Data Bridge Agreement**

**EC-2022-11-11**

A motion was made by Bert Butts, and was seconded by John Noga, to ratify approving the ADP Data Bridge Agreement, as presented (see attached).

All board members concurred

Motion Carried

**Ratify Fiscal 2022 Technology Support Service Agreement**

**EC-2022-11-12**

A motion was made by Jerry Bednar, and was seconded by John Noga, to ratify approving the Fiscal 2022 Technology Support Service Agreement, as presented (see attached).

All board members concurred

Motion Carried

**Ratify Fiscal 2023 Technology Support Service Agreement**

**EC-2022-11-13**

A motion was made by Bert Butts, and was seconded by Jerry Bednar, to ratify approving the Fiscal 2023 Technology Support Service Agreement, 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: November 2022

General Updates:

The Fall 2022 Community School Contract Modification was emailed out this week the contract reflects recent changes in the law as well as updates to the payment to the sponsor for monitoring, oversight and technical assistance, the school's education plan, and performance framework to reflect the current school year and changes to state report cards. It is important the schools stay on top of their progress of the 11.6 goals. The Ohio Department of Education requires all sponsor's contracts to include a performance framework that defines each school's expected academic, financial, and organizational/operational outcomes with clear, measurable, and inclusive targets. It is also important to update the school's education plan. The education plan of the school should be a detailed explanation of the academic program the school is using.

Updated annual performance reports will be sent out showing the removal of the chronic absenteeism goal. Although chronic absenteeism was listed on the report card it was not a weighted component on the 2020-2021 school report card and therefore will not be included in the school's annual performance report.

The 2021-2022 Educational Service Center of Lake Erie West's Community Schools Center Sponsor Annual Report is a combination of all community schools sponsored by the ESCLEW and will be provided to all school stakeholders in early November. The 2021-2022 Educational Service Center of Lake Erie West's Community Schools Center Sponsor Annual Report is required to be posted to the school's website by November 30, 2022, to serve as notification to parents of students enrolled at each school.

During the October site visit I conducted classroom observations in Math and Reading to ensure the school is following their Education Plans and that they are up to date. I also reviewed 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. During the visit all items were marked compliant.

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 John Noga and was seconded by Jerry Bednar, to adjourn.

All board members concurred

Motion Carried 6:16 p.m.

  
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President

  
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Secretary