

Constellation Schools: Lorain Community Elementary
Board Meeting Minutes
Thursday, January 19, 2023
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, Bert Butts, Michele Norman, and Leo Tischer.

School Staff present: Zack Kantouros and Sarah Marsden

ACCEL Schools LLC present: Chad Carr, Sarah O'Bryan, Mary Beth Oko, Debbie Piazza, Kate Craft, Laura Lukich, Garrick Lukich, Brian Preseren and Lisa Vinarcik.

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 – November 17, 2022

LCE-2023-01-01

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving the minutes of November 17, 2022, as presented.

All board members concurred.

Motion Carried

IV. Principal Report

Enrollment for school year 2022/2023 is 137.

V. Committee Reports

No report.

VI. Education Services

Education Program Coordinator

Debbie Piazza requested board approval for Supplemental Requests. Debbie requested the board members acknowledge they reviewed the Bullying, Harassment, and Intimidation Report.

Supplemental Requests

LCE-2023-01-02

A motion was made by Bert Butts, and was seconded by John Noga, approving the Supplemental Requests, as presented (see attached).

All board members concurred.

Motion Carried

Acknowledgment of Bullying, Harassment, and Intimidation Report

John Noga, Jerry Bednar Michele Norman, Bert Butts, and Leo Tischer acknowledged they reviewed the Bullying, Harassment, and Intimidation Report.

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

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 the 2022-2023 School Year. Board approval was requested for a Crisis Response Stipend.

Ratify Personnel Actions for the 2022/2023 School Year

LCE-2023-01-03

A motion was made by Jerry Bednar, 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

Crisis Response Stipend

LCE-2023-01-04

A motion was made by Michelle Norman, and was seconded by John Noga, approving the Crisis Response Stipend, as presented (see attached).

All board members concurred.

Motion Carried

X. Facilities Manager Report

No report.

XI. Business and Safety Manager Report

Brian Preseren informed board members that the School received the Ohio Facilities Construction Commission (OFCC) Safety Grant.

XII. Marketing Report

No report.

XIII. Treasurer Report

Dave Massa requested board approval for the November 2022 and December 2022 Financial Report.

November 2022 Financial Report

LCE-2023-01-05

A motion was made by John Noga, and was seconded by Jerry Bednar, approving the November 2022 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

December 2022 Financial Report

LCE-2023-01-06

A motion was made by John Noga, and was seconded by Jerry Bednar, approving the December 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 December, 2022 and January 2023, Superintendent Residency Verification Report. Board approval was requested for Revised Policy 2.2080 Academic Acceleration, Early Entrance to Kindergarten and Early High School Graduation. Board approval was requested to Rescind Policy 4.1010 Application Policy – Refer to Policy 4.1030 Admission and Lottery Standards. Board approval was requested for Revised Policy 4.1030 Admission and Lottery Standards. Board approval was requested for Revised Policy 4.1030 Admission and Lottery Standards. Board approval was requested for New Policy 4.3050 Enrollees Suspended or Expelled Elsewhere. Board approval was requested to ratify approval for 2023 mileage at 65.5 cents effective January 1, 2023. Board approval was requested for the ADP Statement of Work. Board approval was

requested for Vector Solutions (SafeSchools) Renewal Agreement. Sarah reminded everyone that there is no February 2023 board meeting.

Acknowledgment of Superintendent Residency Verification Report for December, 2022 and January, 2023
John Noga, Jerry Bednar, Bert Butts, Michelle Norman, and Leo Tischer acknowledged they reviewed the Superintendent Residency Verification Reports.

Revised Policy 2.2080 Academic Acceleration, Early Entrance to Kindergarten and Early High School Gradation **LCE-2023-01-07**
A motion was made by Leo Tischer, and was seconded by Bert Butts, for Revised Policy 2.2080 Academic Acceleration, Early Entrance to Kindergarten and Early High School Graduation, as presented (see attached).
All board members concurred.
Motion Carried

Rescind Policy 4.1010 Application Policy – Refer to Policy 4.1030 Admission and Lottery Standards. **LCE-2023-01-08**
A motion was made by Bert Butts, and was seconded by Jerry Bednar, approving to Rescind Policy 4.1010 Application Policy – Refer to Policy 4.1030 Admission and Lottery Standards, as presented (see attached).
All board members concurred.
Motion Carried

Revised Policy 4.1030 Admission and Lottery Standards **LCE-2023-01-09**
A motion was made by John Noga, and was seconded by Leo Tischer, approving Revised Policy 4.1030 Admission and Lottery Standards, as presented (see attached).
All board members concurred.
Motion Carried

New Policy 4.3050 Enrollees Suspended or Expelled Elsewhere **LCE-2023-01-10**
A motion was made by John Noga, and was seconded by Jerry Bednar, approving New Policy 4.3050 Enrollees Suspended or Expelled Elsewhere, as presented (see attached).
All board members concurred.
Motion Carried

Ratify 2023 Mileage – 65.5 Cents Effective January 1, 2023 **LCE-2023-01-11**
A motion was made by Michelle Norman, and was seconded by Leo Tischer, approving to ratify 2023 Mileage – 65.5 Cents Effective January 1, 2023, as presented.
All board members concurred.
Motion Carried

ADP Statement of Work **LCE-2023-01-12**
A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving the ADP Statement of Work, as presented (see attached).
All board members concurred.
Motion Carried

Victor Solutions (SafeSchools) Renewal Agreement **LCE-2023-01-13**
A motion was made by John Noga, and was seconded by Jerry Bednar, approving the Victor Solutions (SafeSchools) Renewal 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: January, 2023
General Updates:

A copy of the Certificate of Liability Insurance and Evidence of Property Insurance is included in Attachment 10.1 of the board's contract with the ESC of Lake Erie West (ESCLEW). However, the coverage detailed in the attachment is only effective for the year the original contract was signed. Schools are required to submit updated certificates to ESCLEW each year.

Just a reminder that each school's contract with ESCLEW requires general liability insurance (at least \$1 million per occurrence and \$3 million in aggregate), excess or umbrella policy extending coverage as primary coverage for at least \$5 million, directors' and officers' liability and errors and omissions coverage (at least \$1 million per occurrence, not claims-made coverage), and property insurance.

During the December site visit I reviewed student general files for compliance as well as reviewed updates on academic progress on winter benchmark testing and Reading Improvement Plans, and progress towards the school's 11.6 goals.

During the January site visit I reviewed student discipline and PBIS. I also interviewed 3 students during a stakeholder interview.

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.

In at least 4 out of 10 meetings for the 2022-2023 school year, 4 out of 5 board members will attend the monthly board meeting.

LCE Progress: MET

XVI. Public Comment

No report.

New Business

Sarah O'Bryan informed board members that the School will be adding Early Kindergarten starting with SY 2023/2024.

Adjourn

A motion was made by Leo Tischer and was seconded by John Noga, to adjourn.

All board members concurred.

Motion Carried 6:53 p.m.



President



Secretary