

Constellation Schools: Parma Community
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: Bob Klinar, William Bogan, Ciara Gaspar, Jade Woodson, Todd Luecke, Eric Butler, and David Kassel.

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

Bob Klinar, William Brogan, Jade Woodson, Todd Luecke and Eric Butler shared a presentation with board members highlighting Achievement, Staff and Student Culture, Customer Service, and Enrollment and Events at the Intermediate and Middle and High Schools.

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – November 17, 2022

PC-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 1,177.

Approval of Field Trips

PC-2023-01-02

A motion was made by John Noga, and was seconded by Leo Tischer, approving the Field Trips, as presented.

All board members concurred.

Motion Carried

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

PC-2023-01-03

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. Resignations and Separations were for information only. Board approval was requested to approve and adopt the Resolution for the Welfare Benefit Plan Effective July 1, 2022.

Ratify Personnel Actions for the 2022/2023 School Year

PC-2023-01-04

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

Approve and Adopt the Resolution for the Welfare Benefit Plan Effective July 1, 2022

PC-2023-01-05

A motion was made by Bert Butts, and was seconded by Leo Tischer, approving, and adopting the Resolution for the Welfare Benefit Plan Effective July 1, 2022, as presented (see attached).

All board members concurred.

Motion Carried

X. Facilities Manager Report

No report.

XI. Business and Safety Manager Report

Brian Preseren requested board approval for Coaching Supplement for Inter Constellation Sports. Brian Preseren informed board members that the School received the Ohio Facilities Construction Commission (OFCC) Safety Grant.

Coaching Supplement for Inter Constellation Sports

PC-2023-01-06

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Coaching Supplement for Inter Constellation Sports, as presented (see attached).

All board members concurred.

Motion Carried

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**PC-2023-01-07**

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**PC-2023-01-08**

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 to Ratify the contract with BIRCH Agency. 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**PC-2023-01-09**

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.**PC-2023-01-10**

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**PC-2023-01-11**

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**PC-2023-01-12**

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

PC-2023-01-13

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

PC-2023-01-14

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

Ratify Agreement with BIRCH Agency

PC-2023-01-15

A motion was made by John Noga, and was seconded by Bert Butts, approving to Ratify the Agreement with BIRCH Agency, as presented (see attached).
All board members concurred.
Motion Carried

Victor Solutions (SafeSchools) Renewal Agreement

PC-2023-01-16

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.

Two out of 5 board members will participate in at least one school activity such as but not limited to: • A visit to the school • A graduation ceremony • A phone call with the principal reviewing academics, discipline, and events coming up with the school.

Progress: MET

XVI. Public Comment

No report.

New Business

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

Adjourn

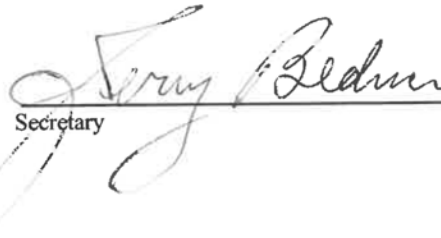
A motion was made by Leo Tischer and was seconded by John Noga, to adjourn.

All board members concurred.

Motion Carried 6:53 p.m.



President



Secretary