

Constellation Schools: Old Brooklyn Community Elementary
Board Meeting Minutes
Thursday, March 16, 2023
Constellation Schools – Administrative Offices, Parma, Ohio

I. Roll Call

Sarah O'Bryan called the meeting to order at 6:03 p.m. with the following members present: John Noga, Jerry Bednar, Bert Butts, and Leo Tischer. Absent: Michele Norman

School staff present: Cherie Kaiser

ACCEL Schools LLC present: Sarah O'Bryan, Mary Beth Oko, Christine Garten, Kate Craft, Julia Howerton, Brian Preseren and Lisa Vinarcik.

Sponsor representative: Joyce Lewis

Financial Services: Dave Massa, Massa Financial Solutions LLC

Cherie Kaiser shared a presentation with board members highlighting Achievement, Staff and Student Culture, Customer Service, and Enrollment and Events at their School.

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – January 19, 2023

OBCE-2023-03-01

A motion was made by Leo Tischer, and was seconded by John Noga, approving the minutes of January 19, 2023, as presented.

All board members concurred.

Motion Carried

IV. Principal Report

Enrollment for school year 2022/2023 is 261.

V. Committee Reports

The LPDC February 1, 2023 Agenda/Minutes was made available to the board members.

VI. Education Services

Education Program Coordinator

Christine Garten requested board approval for a Supplemental Request. Board approval was requested for the 2023/2024 School Calendar.

Supplemental Request

OBCE-2023-03-02

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

All board members concurred.

Motion Carried

2023/2024 School Calendar

OBCE-2023-03-03

A motion was made by Leo Tischer, and was seconded by John Noga, approving the 2023/2024 School Calendar, 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

No report.

VIII. Technology Report

No report.

IX. Human Resources Report

Sarah O'Bryan requested board approval for Personnel Actions for the 2022-2023 School Year. Board approval was requested for to ratify a Personnel Action. Board approval was requested for Employment Contracts for School Year 2023/2024. Board approval was requested to ratify the Renewal Agreement with DocuSign.

Personnel Actions for the 2022/2023 School Year

OBCE-2023-03-04

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

All board members concurred.

Motion Carried

Ratify Personnel Action

OBCE-2023-03-05

A motion was made by John Noga, and was seconded by Bert Butts, approving to ratify the Personnel Action, as presented (see attached).

All board members concurred.

Motion Carried

Employment Contracts for SY 2023/2024

OBCE-2023-03-06

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the Employment Contracts for SY 2023/2024, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Renewal Agreement with DocuSign

OBCE-2023-03-07

A motion was made by Leo Tischer, and was seconded by John Noga, approving to Ratify the Renewal Agreement with DocuSign, 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

Lisa Vinarcik gave an update on the new website for Constellation Schools.

XIII. Treasurer Report

Dave Massa requested board approval for the January, 2023 and February, 2023 Financial Reports.

January, 2023 Financial Report

OBCE-2023-03-08

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the January, 2023 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

February, 2023 Financial Report

OBCE-2023-03-09

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the February, 2023 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 February 2023 and March 2023, Superintendent Residency Verification Report. Board approval was requested to Readopt Policy 2.1190.1 Parent and Family Engagement in Title I Programs. Board Approval was requested for Revised Policy 2.2120 Career Advising and Student Success Plans. Board approval was requested for New Policy 5.2350 Child Sexual Abuse and Violence Prevention. Board Approval was requested to Rescind Policy 7.8130 Credit Cards. Board approval was requested for Appendix 5.2290-B Ohio Model Threat Assessment Requirement.

Acknowledgment of Superintendent Residency Verification Report for February, 2023 and March, 2023

John Noga, Jerry Bednar, Bert Butts, and Leo Tischer acknowledged they reviewed the Superintendent Residency Verification Reports.

Readopt Policy 2.1190.1 Parent and Family Engagement in Title I Programs

OBCE-2023-03-10

A motion was made by Jerry Bednar, and was seconded by John Noga, to Readopt Policy 2.1190.1 Parent and Family Engagement in Title I Programs, as presented (see attached).
All board members concurred.
Motion Carried

Revised Policy 2.2120 Career Advising and Student Success Plans

OBCE-2023-03-11

A motion was made by John Noga, and was seconded by Bert Butts, approving Revised Policy 2.2120 Career Advising and Student Success Plans, as presented (see attached).
All board members concurred.
Motion Carried

New Policy 5.2350 Child Sexual Abuse and Violence Prevention

OBCE-2023-03-12

A motion was made by Bert Butts, and was seconded by Leo Tischer, approving the New Policy 5.2350 Child Sexual Abuse and Violence Prevention, as presented (see attached).
All board members concurred.
Motion Carried

Rescind Policy 7.8130 Credit Cards

OBCE-2023-03-13

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving to Rescind Policy 7.8130 Credit Cards, as presented.
All board members concurred.
Motion Carried

Appendix 5.2290-B Ohio Model Threat Assessment Requirement

OBCE-2023-03-14

A motion was made by John Noga, and was seconded by Bert Butts, approving Appendix 5.2290-A Ohio Model Threat Assessment Requirement, 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: March, 2023

General Updates:

The Ohio Attorney General's FY23 School Safety Grant, or SSG grant for \$2,500.00 or \$5.50 per student, whichever amount is greater. House Bill 110 gives school leaders flexibility to determine how the grant funds can best benefit student safety. More information is linked to the full ESCLEW March Sponsor Update.

English Language Arts Testing window opens on Monday, March 27th and closes on Friday, April 28, 2023. Math, Science, and Social Studies Testing window opens on Monday, April 3rd and closes on Friday, May 12, 2023. It is important to note that all testing is required to be given within 15 consecutive days of the assigned window, including makeups.

The March site visit will primarily focus on a review of the school's 11.6 goal progress, ensuring the school is prepared for the Ohio State Tests, follow up on student Reading Improvement and Monitoring Plans, and a review of the school's teacher/administrator evaluation progress.

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.

Goal: 2 out of 5 board members will participate in at least one school activity such as a school visit, family fun night or Sponsor visit.

Evidence: OBCE Progress: MET

Progress – Making Progress

XVI. Public Comment

No report.

New Business

No report.

Adjourn

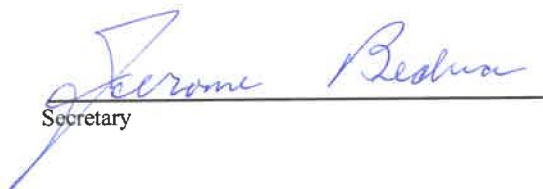
A motion was made by Leo Tischer, and was seconded by Bert Butts, to adjourn.

All board members concurred.

Motion Carried 6:35 p.m.



President



Secretary