

Constellation Schools: Old Brooklyn Community Middle
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: James Tortelli, Deborah Callen, and Joseph Sgro. Absent: Greg Kozarik and Laurene Perkins.

School staff present: Kristina Scott

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

Sponsor representative: Nicole Brock

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 – January 19, 2023

OBCM-2023-03-01

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, 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 236.

Approval of Field Trips

OBCM-2023-03-02

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, approving the field trips, as presented.

All board members concurred.

Motion Carried

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

OBCM-2023-03-03

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, approving the Supplemental Request, as presented (see attached).

All board members concurred.

Motion Carried

2023/2024 School Calendar

OBCM-2023-03-04

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, 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. Resignation and Separations were presented as information only. Board approval was requested for a Crisis Response Stipend. 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

OBCM-2023-03-05

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, approving the Personnel Actions for the 2022/2023 school year, as presented (see attached).

All board members concurred.

Motion Carried

Crisis Response Stipend

OBCM-2023-03-06

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, approving the Crisis Response Stipend, as presented (see attached).

All board members concurred.

Motion Carried

Employment Contracts for SY 2023/2024

OBCM-2023-03-07

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, approving the Employment Contracts for SY 2023/2024, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Renewal Agreement with DocuSign

OBCM-2023-03-08

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, 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

OBCM-2023-03-09

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, approving the January, 2023 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

February, 2023 Financial Report

OBCM-2023-03-10

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, 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. Board approval was requested to ratify approval of the Birch Agency Agreement. Board approval was requested to ratify approval of the ProCare Therapy Client Service Agreement.

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

James Tortelli, Deborah Callen, and Joseph Sgro acknowledged they reviewed the Superintendent Residency Verification Reports.

Readopt Policy 2.1190.1 Parent and Family Engagement in Title I Programs

OBCM-2023-03-11

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, 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

OBCM-2023-03-12

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, 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

OBCM-2023-03-13

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, 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

OBCM-2023-03-14

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, 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

OBCM-2023-03-15

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, approving Appendix 5.2290-B Ohio Model Threat Assessment Requirement, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Birch Agency Agreement

OBCM-2023-03-16

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, approving to Ratify the Birch Agreement, as presented (see attached).
All board members concurred.
Motion Carried

Ratify ProCare Therapy Client Service Agreement

OBCM-2023-03-17

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, approving to Ratify the ProCare Therapy Client Service Agreement, as presented (see attached).
All board members concurred.
Motion Carried

XV. Sponsor Update

Board members received the monthly board report.

XVI. Public Comment

No report.

New Business

No report.

Adjourn

A motion was made by Joseph Sgro, and was seconded by Deborah Callen, to adjourn.
All board members concurred.
Motion Carried 6:35 p.m.



President



Secretary