

Constellation Schools: Westside Community School of the Arts
Special Board Meeting Minutes
Thursday, March 30, 2023
Constellation Schools – Administrative Offices, Parma, Ohio

I. Roll Call

Sarah O’Bryan called the meeting to order at 6:02 p.m. with the following members present: Jerry Hilinski, Gary Coupe, Sean Mendise and Jacqueline Grimm. Absent: Diane Longstreth.

School staff present: None

ACCEL Schools LLC present: Sarah O’Bryan

Sponsor representative: None

Financial Services: None

II. Adoption of Agenda

The agenda was adopted as presented.

III. Approval of Minutes

Approval of Minutes – January 19, 2023

WCSA-2023-03-01

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, 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 188.

Approval of Field Trip

WCSA-2023-03-02

A motion was made by Jacqueline Grimm, and was seconded by Gary Coupe, approving the field trip, 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

Sarah O’Bryan requested board approval for Supplemental Requests. Board approval was requested for the 2023/2024 School Calendar.

Supplemental Request

WCSA-2023-03-03

A motion was made by Jacqueline Grimm, and was seconded by Jerry Hilinski, approving the Supplemental Requests, as presented (see attached).

All board members concurred.

Motion Carried

2023/2024 School Calendar

WCSA-2023-03-04

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, 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. Board approval was requested to Ratify Personnel Actions. Resignation and Separations were made available to board members as information only. Board approval was requested to ratify the 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

WCSA-2023-03-05

A motion was made by Jacqueline Grimm, and was seconded by Gary Coupe, approving the Personnel Actions for the 2022/2023 school year, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Personnel Actions for the 2022/2023 School Year

WCSA-2023-03-06

A motion was made by Jerry Hilinski, and was seconded by Gary Coupe, approving Ratifying the Personnel Actions for the 2022/2023 school year, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Crisis Response Stipend

WCSA-2023-03-07

A motion was made by Jacqueline Grimm, and was seconded by Gary Coupe, approving Ratifying the Crisis Response Stipend, as presented (see attached).

All board members concurred.

Motion Carried

Employment Contracts for SY 2023/2024

WCSA-2023-03-08

A motion was made by Jerry Hilinski, and was seconded by Gary Coupe, approving the Employment Contracts for SY 2023/2024, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Renewal Agreement with DocuSign

WCSA-2023-03-09

A motion was made by Gary Coupe, and was seconded by Jacqueline Grimm, 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

Sarah O'Bryan gave an update on the new website for Constellation Schools.

XIII. Treasurer Report

Sarah O'Bryan requested board approval for the January, 2023 and February, 2023 Financial Reports.

January, 2023 Financial Report

WCSA-2023-03-10

A motion was made by Sean Mendise, and was seconded by Jacqueline Grimm, approving the January, 2023 Financial Report, as presented (see attached).

All board members concurred.

Motion Carried

February, 2023 Financial Report

WCSA-2023-03-11

A motion was made by Sean Mendise, and was seconded by Jacqueline Grimm, 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 ProCare Therapy Client Service Agreement. Board approval was requested to ratify the Birch Agency Agreement.

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

Jerry Hilinski, Gary Coupe, Sean Mendise and Jacqueline Grimm acknowledged they reviewed the Superintendent Residency Verification Reports.

Readopt Policy 2.1190.1 Parent and Family Engagement in Title I Programs

WCSA-2023-03-12

A motion was made by Sean Mendise, and was seconded by Jerry Hilinski, 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

WCSA-2023-03-13

A motion was made by Gary Coupe, and was seconded by Sean Mendise, 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

WCSA-2023-03-14

A motion was made by Jacqueline Grimm, and was seconded by Sean Mendise, 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

WCSA-2023-03-15

A motion was made by Jerry Hilinski, and was seconded by Sean Mendise, 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

WCSA-2023-03-16

A motion was made by Sean Mendise, and was seconded by Jacqueline Grimm, approving Appendix 5.2290-B Ohio Model Threat Assessment Requirement, as presented (see attached).

All board members concurred.

Motion Carried

Ratify ProCare Therapy Client Service Agreement

WCSA-2023-03-17

A motion was made by Gary Coupe, and was seconded by Jerry Hilinski, approving Ratifying the ProCare Therapy Client Service Agreement, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Birch Agency Agreement

WCSA-2023-03-18

A motion was made by Sean Mendise, and was seconded by Jacqueline Grimm, approving Ratifying the Birch Agency 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 Sean Mendise, and was seconded by Gary Coupe, to adjourn.

All board members concurred.

Motion Carried 6:15 p.m.



President



Secretary