Constellation Schools: Elyria Community
Annual Board Meeting Minutes
Thursday, May 18, 2023
Constellation Schools – Administrative Offices, Parma, Ohio

I. Roll Call
Chad Carr called the meeting to order at 6:03 p.m. with the following members present: John Noga, Jerry Bednar, Bert Butts, Leo Tischer and Michele Norman.

School staff present: Brian Belmont and Kristine Burns

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

Sponsor representative: Joyce Lewis and Kurt Aey

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 – March 16, 2023 **EC-2023-05-01**
A motion was made by Bert Butts, and was seconded by John Noga, approving the minutes of March 16, 2023, as presented.
All board members concurred.
Motion Carried

IV. Principal Report
Enrollment for school year 2022/2023 is 400.
Re-Enrollment for school year 2023-2024 is 310.
Total Re-Enrollment and New for school year 2023/2024 is 336.

V. Committee Reports
No report.

VI. Education Services
Education Program Coordinator
No report.

Curriculum & Instruction Program Coordinator
Debbie Piazza requested board approval for Supplemental Request for SY 2022-2023. Board approval was requested for board members to acknowledge the Bullying, Harassment, and Intimidation Reporting.

Supplemental Request for SY 22/23 **EC-2023-05-02**
A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving the Supplemental Requests for SY 2022-2023, as presented.
All board members concurred.
Motion Carried

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

VII. Student Services
Special Education Program Coordinator
Special Education Numbers were made available to the board members.

School Nurse Program Coordinator
The Nurse Services Report was made available to the board members.

VIII. Technology Report
No report.

IX. Human Resources Report
Sarah O'Bryan requested board approval for Personnel Actions for SY 2023-2024. Board approval was requested to ratify Personnel Actions for 2022-2023. Board approval was requested to ratify Personnel Actions for 2023-2024. Board approval was requested for a New Crisis Response Stipend. Board approval was requested for the Revised Employment Contracts for SY 2023-2024. Board approval was requested for the HRIS System Conversion – UKG- Resolution authorizing the Board President to execute Transition Documents.

Personnel Actions for the 2023/2024 School Year **EC-2023-05-03**
A motion was made by Bert Butts, and was seconded by John Noga, 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 **EC-2023-05-04**
A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving to Ratify the Personnel Actions for the 2022/2023 school year, as presented (see attached).
All board members concurred.
Motion Carried

Ratify Personnel Actions for the 2023/2024 School Year **EC-2023-05-05**
A motion was made by John Noga and was seconded by Bert Butts approving to Ratify the Personnel Actions for the 2023/2024 school year, as presented (see attached).
All board members concurred.
Motion Carried

New Crisis Stipend **EC-2023-05-06**
A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the New Crisis Stipend, as presented (see attached).
All board members concurred.
Motion Carried

Revised Employment Contracts for SY 2023-2024 **EC-2023-05-07**
A motion was made Bert Butts, and was seconded by John Noga, approving the Revised Employment Contracts for SY 2023-2024, as presented (see attached).
All board members concurred.
Motion Carried

HRIS System Conversion – UKG – Resolution Authorizing the Board President To Execute Transition Documents **EC-2023-05-08**
A motion was made by Bert Butts, and was seconded by Leo Tischer, adopting the Resolution Authorizing the HRIS System Conversion – UKG - Board President to Execute Transition Documents, 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

No report.

XIII. Treasurer Report

Dave Massa requested board approval for the March, 2023 and April 2023 Financial Reports. Board approval was requested for the updated 2023 Five Year Forecast which includes FY24 Projection

March 2023 Financial Report **EC-2023-05-09**

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving the March 2023 Financial Report, as presented (see attached).
All board members concurred.
Motion Carried

April 2023 Financial Report **EC-2023-05-10**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the April 2023 Financial Report, as presented (see attached).
All board members concurred.
Motion Carried

Updated 2023 Five Year Forecast (Includes FY24 Projection) **EC-2023-05-11**

A motion was made by John Noga, and was seconded by Leo Tischer, approving the Updated 2023 Five Year Forecast (Includes FY24 Projection), 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 May 2023, Superintendent Residency Verification Report. Board approval was requested to ratify the ProCare Therapy Client Service Agreement. Board approval was requested to ratify FIT Technologies Agreement for E-Rate Services. Board approval was requested to ratify the Connect, ITC Agreement. Board approval was requested to ratify the Pitney Bowes Agreement for the Postage Meter. Board approval was requested to ratify approving the Resolution for Transportation Services for SY 2023-2024.Board approval was requested for the 2023-2024 Schedule of Board Meeting Dates.

Acknowledgment of Superintendent Residency Verification Report for April and May 2023

John Noga, Jerry Bednar, Leo Tischer, Bert Butts, and Michele Norman acknowledged they reviewed the April and May 2023 Superintendent Residency Verification Reports.

Ratify ProCare Therapy Client Service Agreement **EC-2023-05-12**

A motion was made by Jerry Bednar, and was seconded by John Noga, approving to ratify the ProCare Therapy Client Service Agreement, as presented (see attached).
All board members concurred.
Motion Carried

Ratify FIT Technologies Agreement for E-Rate Services **EC-2023-05-13**

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving to ratify the FIT Technologies Agreement for E-Rate Services, as presented (see attached).
All board members concurred.
Motion Carried

Ratify Connect, ITC Agreement **EC-2023-05-14**

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

Ratify Pitney Bowes Agreement for the Postage Meter **EC-2023-05-15**

A motion was made by Jerry Bednar, and was seconded by John Noga, approving to ratify the Pitney Bowes Agreement for the Postage Meter, as presented (see attached).
All board members concurred.
Motion Carried

Ratify Resolution for Transportation Services for SY 2023-2024 **EC-2023-05-16**

A motion was made by Bert Butts, and was seconded by John Noga, approving to ratify the Resolution for Transportation Services for SY 2023-2024, as presented (see attached).
All board members concurred.
Motion Carried

2023-2024 Board Meeting Dates **EC-2023-05-17**

A motion was made by Bert Butts, and was seconded by Leo Tischer, approving the 2023-2024 Board Meeting Dates, as presented (see attached).
All board members concurred.
Motion Carried

XV. Sponsor Update

The College Credit Plus program allows Ohio students in grades 7-12 to earn college credits while completing their high school requirements. More information regarding the benefits and requirements of the program are linked to the May Sponsor Update.

Community Schools are required to complete at least one emergency drill log per month if students are in the building. If the school has completed all required fire and safety drills for the school year, then only a tornado drill will be required for the remaining months students are in the building.

At the May site visit we reviewed yearly compliance for the emergency drills, testing status, reviewed and progress monitored the school's 11.6 academic and nonacademic goals as well as checked in on the implementation of the school's Reading Improvement Plan.

The June site visit will be held via phone to finalize the results of the school's 11.6 goals.

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.

ECS: 3 out of the 5 Members of the Board will collectively participate in at least 2 of the following activities: • Visit the school or observe a series of virtual lessons while classes are in session. • Attend a school event or participate in a virtual school event (I.e., field trip, professional development, graduation, promotion, opening convocation, motivational speaker). • Attend in person, virtually, or conference call a sponsor visits to the school; • Attend in person or virtually a regional, state, or national conference related to school choice or charter schools (I.e., National Charter School conference) • Participate in an in-person or virtual professional development focusing on supporting the needs of a charter school

EC Progress: MET

XVI. Public Comment

Sarah O'Bryan introduced the Public Hearing for IDEA Part B and IDEA ARP Public Funds Use Hearing.

The purpose of this hearing is to give the public an opportunity to provide comments on the School's use of IDEA Part B funding and IDEA ARP Public Funds Use Hearing.

There was a request for public comment. No public comment was offered.

New Business
Sarah O'Bryan requested the Election of Board Members and the Election of Officers.

Appointment of Board Members **EC-2023-05-18**
A motion was made by John Noga, and was seconded by Jerry Bednar electing John Noga, Jerry Bednar, Leo Tischer, Bert Butts, and Michele Norman to serve as board members for Constellation Schools: Elyria Community.
All board members concurred.
Motion Carried

Appointment of Board President – John Noga **EC-2023-05-19**
A motion was made by Bert Butts, and was seconded by Michele Norman, electing John Noga as Board President for Constellation Schools: Elyria Community.
All board members concurred.
Motion Carried

Appointment of Board Vice President – Jerry Bednar **EC-2023-05-20**
A motion was made by John Noga, and was seconded by Bert Butts, electing Jerry Bednar as Board Vice President for Constellation Schools: Elyria Community.
All board members concurred.
Motion Carried

Appointment of Board Secretary – Bert Butts **EC-2023-05-21**
A motion was made by Jerry Bednar, and was seconded by Leo Tischer, electing Bert Butts as Board Secretary for Constellation Schools: Elyria Community.
All board members concurred.
Motion Carried

Adjourn
A motion was made by Jerry Bednar, and was seconded by Bert Butts, to adjourn.
All board members concurred.
Motion Carried 7:01 p.m.

President

Secretary