

Constellation Schools: Parma 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: Bob Klinar, 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, 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

Ciara Gaspar and David Kassel 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 – March 16, 2023

PC-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 1,171.

Re-Enrollment for school year 2023-2024 is 807.

Total Re-Enrollment and New for school year 2023/2024 is 968.

Acceptance of Donation

PC-2023-05-02

A motion was made by John Noga, and was seconded by Leo Tischer, accepting the donation, as presented.

All board members concurred.

Motion Carried

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

PC-2023-05-03

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 to ratify a Crisis Response Stipend. Board approval was requested for the Revised Employment Contracts for SY 2023-2024. Board approval was requested for the Health Insurance and Benefits Renewal for 2023-2024 School Year. Board approval was requested for the HRIS System Conversion – UKG- Resolution authorizing the Board President to execute Transition Documents. Board approval was requested to ratify Business Associate Agreements with Arthur J. Gallagher & Co. Board approval was requested for revised Plan Documents for Signature. Resignation and Separations were made available as information only.

Personnel Actions for the 2023/2024 School Year

PC-2023-05-04

A motion was made by Bert Butts, and was seconded by Michele Norman, 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

PC-2023-05-05

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

Ratify Personnel Actions for the 2023/2024 School Year

PC-2023-05-06

A motion was made by John Noga and was seconded by Bert Butts approving ratifying the Personnel Actions for the 2023/2024 school year, as presented (see attached).

All board members concurred.

Motion Carried

New Crisis Response Stipend

PC-2023-05-07

A motion was made by Leo Tischer, and was seconded by Bert Butts, approving the New Crisis Response Stipend, as presented (see attached).

All board members concurred.

Motion Carried

Ratify Crisis Response Stipend

PC-2023-05-08

A motion was made by Jerry Bednar, and was seconded by Bert Butts, approving ratifying the Crisis Response Stipend, as presented (see attached).

All board members concurred.

Motion Carried

Revised Employment Contracts for SY 2023-2024

PC-2023-05-09

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

**Health Insurance and Benefits Renewal for 2023-2024 School Year – Resolution
Authorizing Board President to Execute Renewal Documents**

PC-2023-05-10

A motion was made Jerry Bednar, and was seconded by Bert Butts, approving the Health Insurance and Benefits Renewal for 2023-2024 School Year – Resolution Authorizing Board President to Execute Renewal Documents, as presented (see attached).
All board members concurred.
Motion Carried

**HRIS System Conversion – UKG – Resolution Authorizing the Board President
To Execute Transition Documents**

PC-2023-05-11

A motion was made by Bert Butts, and was seconded by Leo Tischer, adopting the Resolution for the HRIS System Conversion – UKG - Authorizing the Board President to Execute Transition Documents, as presented (see attached).
All board members concurred.
Motion Carried

Ratify Business Associate Agreements with Arthur J. Gallagher & Co.

PC-2023-05-12

A motion was made by John Noga, and was seconded by Leo Tischer, ratifying the Business Associate Agreements with Arthur J. Gallagher & Co., as presented (see attached).
All board members concurred.
Motion Carried

Revised Plan Documents for Signature

PC-2023-05-13

A motion was made by Leo Tischer, and was seconded by Jerry Bednar, approving the Revised Plan Documents for Signature, 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

PC-2023-05-14

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

PC-2023-05-15

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)

PC-2023-05-16

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 FIT Technologies Agreement for E-Rate Services. Board approval was requested to ratify the Connect, ITC Agreement. 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 FIT Technologies Agreement for E-Rate Services

PC-2023-05-17

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

PC-2023-05-18

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 Resolution for Transportation Services for SY 2023-2024

PC-2023-05-19

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

PC-2023-05-20

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.

PCS: 2 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

PC 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

PC-2023-05-21

A motion was made by John Noga, and was seconded by Jerry Bednar electing John Noga, Jerry Bednar, Leo Tischer, Bert Butts, and Michelle Norman to serve as board members for Constellation Schools: Parma Community.

All board members concurred.

Motion Carried

Appointment of Board President – John Noga

PC-2023-05-22

A motion was made by Bert Butts, and was seconded by Michele Norman, electing John Noga as Board President for Constellation Schools: Parma Community.

All board members concurred.

Motion Carried

Appointment of Board Vice President – Jerry Bednar

PC-2023-05-23

A motion was made by John Noga, and was seconded by Bert Butts, electing Jerry Bednar as Board Vice President for Constellation Schools: Parma Community.

All board members concurred.

Motion Carried

Appointment of Board Secretary – Bert Butts

PC-2023-05-24

A motion was made by Jerry Bednar, and was seconded by Leo Tischer, electing Bert Butts as Board Secretary for Constellation Schools: Parma Community.

All board members concurred.

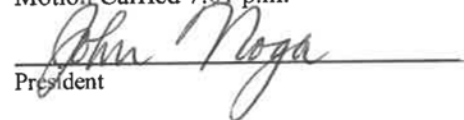
Motion Carried

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